

Excel 365 Level 3 : Excel 365 Level 3

This course is intended for students who want Excel to do the hard work for them so that they can focus on getting the answers they need from the vast amounts of data their organization generates. Students learn how to effectively collaborate with colleagues, automate complex or repetitive tasks, and use conditional logic to construct and apply elaborate formulas and functions.

Course Outcomes

Upon successful completion of this course, you will be able to:

- Work with multiple worksheets and workbooks.
- Share and protect workbooks.
- Automate workbook functionality.
- Use Lookup functions and formula auditing.
- Forecast data.
- Create sparklines and map data.