

# AOS 206 : Advanced Microsoft Excel

**Credits** 5

**Quarter Offered** Winter

Develop advanced spreadsheet skills in Microsoft Excel and associated technologies. Use advanced functions and formulas; enhance charts, use “what-if” analysis, analyze data with PivotTables, exchange data with other programs, share files and incorporate web content, and program with XML. Interactive training and skill-based assessments are completed in a virtual environment; projects are based on real-world business situations. Integration with cloud computing. This class may include students from multiple sections.

**Prerequisites**

[AOS 106](#) or [CAT 140](#) and [MATH 90](#) or [AMATH 121](#) or concurrent enrollment

**Course Outcomes**

- Apply critical thinking skills to complete real-world business projects.
- Combine technical skills to complete independent core concept reviews.
- Create workbooks with advanced formatting and mathematical functions.
- Analyze data with PivotTables.
- Export data into other file formats.
- Customize Excel and advanced worksheet management.
- Write VBA code to automate repetitious tasks.
- Interact and share information in the Cloud.