

Advanced MS Excel® 2018

The Advanced MSEExcel® course from 4P Advisory Services is fine tuned for the Executives and managers who have already been using Microsoft Excel, but now feel the need for learning more powerful features and options of Excel, to manage their worksheet-related tasks more efficiently. Every participant will be eligible for 18 PDUs for PMP® certified participants.

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Who should attend?

The MS Excel® course is designed for all those Executives and managers who have already been using Microsoft Excel, but now feel the need for learning more powerful features and options of Excel

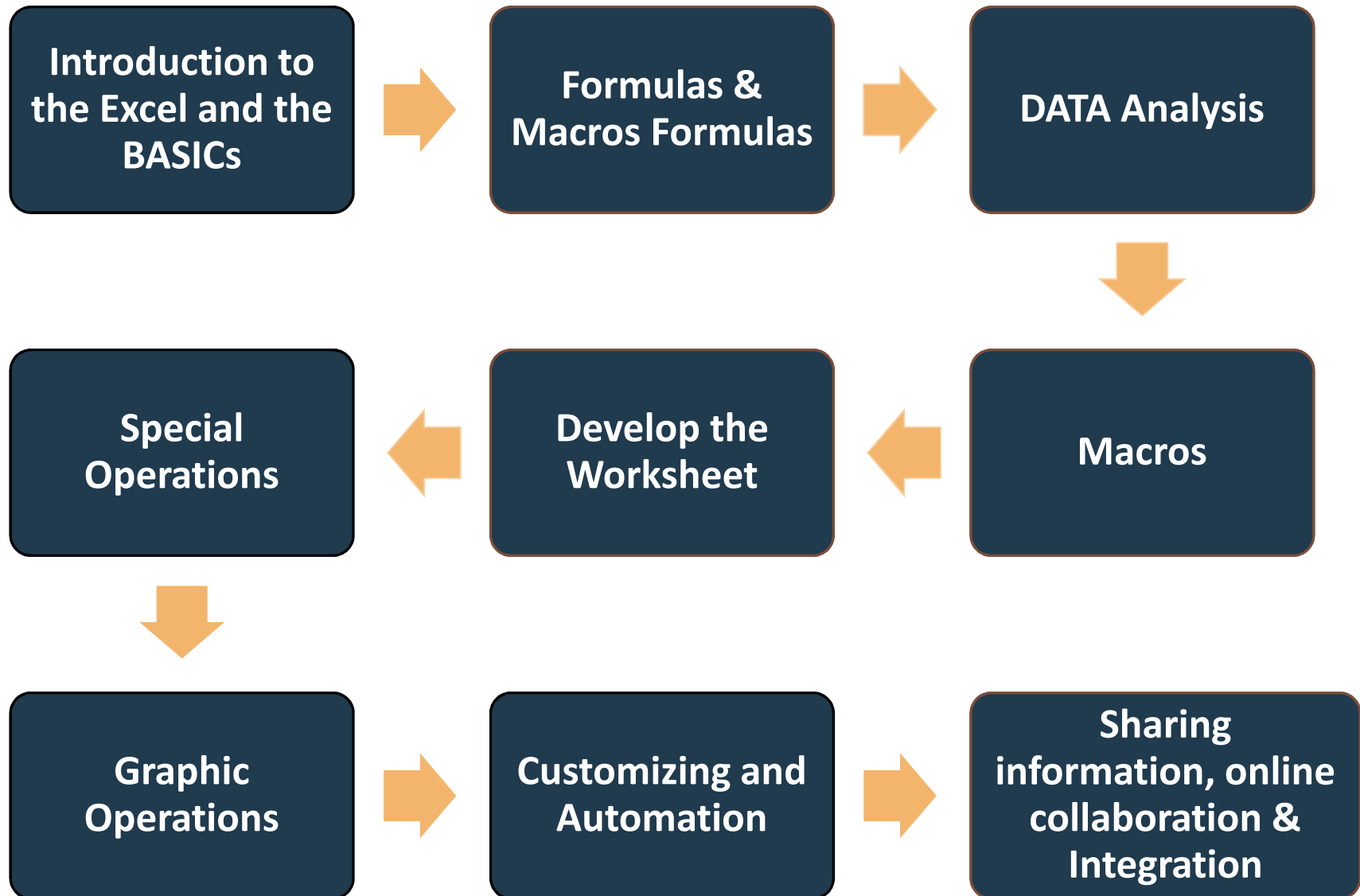
Benefits

At the end of the advanced Excel course the participants will have a complete understanding of the more sophisticated functions of Excel.

They will be able to create formulas across multiple worksheets and workbooks, create advanced charts, sort and filter data, use advanced formatting techniques, protect data, use standard templates and create your own.

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Course Outline



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Consulting, Training, Projects, Examinations, Assessment & Audit

Prerequisites for the EXAM

- None

Note:

Softcopy of Mark sheets & certificates will be downloadable from the EI's site within 15 & 30 days respectively

Exam Details

- An internal exam may be conducted to check the participants' understanding of the advanced features of the MS Excel.
- The Trainer/facilitator may also choose to evaluate the participants during the practice at the class room.





JOIN NOW!

>>Contact: info@4pa.in

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