

MS Excel Training Curriculum

Basic Excel

1. Creating a Basic Worksheet
2. Performing Calculations
3. Modifying a worksheet
4. Formatting a worksheet
5. Printing Workbook Contents
6. Managing Large Workbooks

Advanced Excel

1. Using various Functions on excel
2. Collaborating with Other Users
3. Auditing Worksheets
4. Analyze Data
5. Working with Multiple Workbooks
6. Importing and Exporting Data

VBA

1. Developing Macros
2. Formatting Worksheets
3. Creating an interactive worksheet
4. Working with multiple workbooks
5. Performing Calculations