LEARN EXCEL TO IMPROVE YOUR VALUE AND PRODUCTIVITY IN OFFICE

Learn Excel with real life business files.

Use charts, graphs and pivot tables to ANALYZE DATA.

No previous knowledge of excel is necessary.

Support forum to solve your excel problems.

Try out free lesson videos

Learn online at your convenience

144	**14**	**10**	**1**
video tutorials	business documents	hours of learning	comprehensive course

😊 YOU WILL LEARN TO 😊

- Understand what is an excel file and what are the various menu options
- Perform basic operations and formatting in excel
- use pictures and shapes in excel sheet
- do page formatting
- add header and footer
- write complex formula
- write complex formula with multiple conditions
- use various types of reference links
- fetch data from within or outside the file
- restrict user to enter specific data of your choice in a cell

- perform calculations based on dates
- write logical conditions to perform calculations
- sort data in different ways
- apply filters to analyze the data
- apply conditional formatting to the sheet
- create various types of charts and analyze them
- create pivot tables and analyze them
- analyze data in different ways
- handle excel formula errors
- protect the contents of your sheet
- Protect the entire excel file

★ One Year Support included ★

➤ The Documents we will make

Professional Quote	Product Search Window in Price List
Professional Quote with Cost Sheet	Receivables Aging Report
Basic Sales Report	Inventory Aging Report
Single Sheet Price List	Sales Forecast & Sales report
Price Book with Index & Contacts	Simple & Complex Sales Incentive Structures
Promotion Price List	Employee Joining Form
Linking Quotation to the Price List	School Grade Sheet