

Excel Skills

Elevating Data Management

This engaging programme simplifies the complexities of Excel, equipping participants with practical skills to analyse, manage, and visualise data effectively.

Overview

- ✓ This programme is ideal for any professional whose role requires an understanding of Excel.
- ✓ Learn how to manage and interpret business data effectively.
- ✓ Develop a strong foundation in Excel by mastering basic functionalities.

Why choose us

- ✓ Expert tutors to help you every step of the way.
- ✓ Learning materials you can trust.
- ✓ Local, friendly customer service.
- ✓ Award-winning training provider.

What this course covers:

- Fundamental Excel skills.
- Cell formatting.
- Data validation techniques.
- Mastering VLOOKUP and HLOOKUP
- Utilising IF functions for decision-making.
- Pivot Tables.
- Data visualisation with graphs and charts.

EXCEL SKILLS PRICE £175 PLUS VAT.