

Advanced Excel

In this hands-on, one and a half-day workshop, you will use 2010 Excel software to learn:

- Logical and Statistical Functions
- Financial and Date Functions
- Lookup and Data Tables
- Data Management
- Export and Import Data
- Analytical Tools
- Macros and Custom Functions
- Practical Applications – Demo of spreadsheets
- Links to EXCEL Web Sites
- Sharing Tips and samples of Visual Basic for Applications (VBA) for Excel

Recommended: Intermediate Excel Class and/or experience using Excel

Instructors: Alex Chizewsky, Tax Commission & Tax Commission staff
Dates: Thursday, July 25 – Friday, July 26 (a.m.)
Location: Conference room 5CR3 (fifth floor) in Plaza IV - Washington Group Complex (Tax Commission office)
Hours: 11
Note: This workshop is **not** for beginners. Class size is limited to 15 students.