

Residential – Hands-on class

This hands-on workshop will provide instruction on basic assessment math functions in an Excel spreadsheet environment. It will provide instruction on creating efficient spreadsheets for data analysis as well as identifying and resolving assessment biases.

The basis of this workshop is to stress a “form follows function” approach to spreadsheet design and development. The course will cover data and database requirements, analysis steps, conclusions, and summary information. Topics include:

- Math formulas - calculation of sales ratios, trend factors, market rates, and depreciation
- Excel functions and features
- Statistical functions for assessment level and uniformity
- Charting, regression, and the use of lookup tables
- Time adjustment analysis
- Land analysis
- Data and database requirements
- Analysis steps, conclusions and summary information

Recommended: This workshop is intended for beginning and intermediate level Excel users.

Instructor: Cliff McLean, McLean Appraisals

Dates: Wednesday, July 29 – Friday, July 31 (a.m.)

Location: Conference room 5CR3 (fifth floor) in Plaza IV - Washington Group Complex
(Tax Commission office)

Hours: 18