

EXCEL 2003: LEVEL 1

Available Dates: **Request Dates**

Class Length: **1 day**

Cost: **\$199**

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Class Outline:

Description:

This course teaches the basic functions and features of Excel 2003. Students will learn how to enter and edit data, labels, and formulas, work with functions, format cells, print worksheets, create charts, and save a workbook as a Web page. This course is designed for students with little or no Excel experience.

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