

Advance Excel

Course Syllabus:

Introduction to MS Excel and Understanding Basic Working with it

Working with Formulas/ Functions

Conditional Formatting

Data Sorting and Filtering

Pivot Tables,

Pivot Charts

(30 + Practice Set)

Detail Explanation

(Home, Insert, Page layout, Formulas, Data, Review, View)

25 + Formulas

(H lookup, V lookup, Count, Average, etc.)