



About the course

ADV. Excel

- Introduction to Excel & Basic Understanding
- Mathematical Functions
- Date & Time Function
- Text Functions & Data Validation
- Statistical Function & Other Functions
- Logical Functions
- Lookup & Reference Functions
- Pivot Table and Charts, Import and Export data
- Creating and recording macros in VBA



All materials, textbooks etc.
required will be provided

During of the course
would be 1 and half hour a day up to
45 days(Only working days from Mon-Fri)

Specifications:

1. Limited strength per batch not exceeding 15 students
2. Concentrating all the students
3. Experiencing original applications
4. Thorough understanding of practical approach



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