



Online kursus – k90660

Microsoft Office 365: Intermediate Excel

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Title	Estimated Duration (hrs)
Excel Office 365 (Windows): Getting Started	0.40
Excel Office 365 (Windows): Illustrating Documents	0.57
Excel Office 365 (Windows): Inserting & Manipulating Data	1.10
Excel Office 365 (Windows): Basic Formulas	0.88
Excel Office 365 (Windows): Formatting Data	0.90
Excel Office 365 (Windows): Creating & Saving Workbooks	1.20
Excel Office 365 (Windows): Sharing & Collaborating on a Document	0.57
Excel Office 365: Custom & Conditional Formatting	0.90
Excel Office 365: Referencing Data	0.80
Excel Office 365: Working with Excel Tables	0.35
Excel Office 365: Finding & Grouping Data	0.62
Excel Office 365: Forecasting & Solving Problems	0.75
Excel Office 365: Creating Charts & Graphics	0.63
Excel Office 365: Working with Different Chart Styles	0.40
Excel Office 365: Inserting PivotTables	0.58
Excel Office 365: Using Conditional Formulas	0.67
Excel Office 365: Working with Data in PivotTables	0.50
Excel Office 365: Configuring Options & Settings	0.55
Excel Office 365: Finding & Analyzing Information with Formulas	0.63
Excel Office 365: Sorting & Filtering Data	0.63
Excel Office 365 (Windows): Formatting Data	0.90