

## **Microsoft Excel (Part 2)**

### **Microsoft Excel Advanced – 6 hrs. 36 min.**

This course on Microsoft's Excel 2013 software explains advanced features and does little review of basics. Start by learning to modify and customize how Excel looks and works, including using templates. Learn more advanced techniques for computation, combining functions and formulas with conditional or logical tests. Explore tables and their features, as well as learn to group data in other ways. Learn to protect the work while collaborating with others and exchanging data with other Windows programs. Also included is an introduction to scenarios and programming using macros.