Microsoft 365 Excel Making Data Presentable Online Boot Camp

Course Overview $149

Go beyond the Basics and Next Level courses and see the results of your hard work pay off. Become comfortable with topics such as using Excel online, worksheet automation, using multiple workbooks, auditing and error checking, exporting, sorting, analyzing data, and creating professional-grade documents.

Our Making Data Presentable Online Boot Camp is still instructor-led over two evenings. Learn everything there is to know in Excel and present data with a professional competitive advantage!

Microsoft 365 Excel will be used - skills learned are transferable to other versions.

Approximately one week before the course starts you will receive a confirmation email that provides additional course details.

Textbook

Course materials are provided.

Ready to Register?

Request for Registration Online Form; or
Request for Registration Fillable Form; and/or
Sponsor an Employee Form

FOR MORE INFORMATION:

P 250 561 5846
E continuinged@cnc.bc.ca
cnc.bc.ca/ce

7 hours
Offered four times online

1 **2022F CEME 151 101**
November 2 & 3, 2022
Wed & Thu | 6:00 pm - 9:30 pm Registration recommended by October 25, 2022

2 **2023S CEME 151 101**
January 25 & 26, 2023
Wed & Thu | 6:00 pm - 9:30 pm Registration recommended by January 17, 2023

3 **2023S CEME 151 102**
March 29 & 30, 2023
Wed & Thu | 6:00 pm - 9:30 pm Registration recommended by March 21, 2023

4 **2023I CEME 151 101**
June 7 & 8, 2023
Wed & Thu | 6:00 pm - 9:30 pm Registration recommended by May 30, 2023

Please register before the recommended date as courses under-enrolled as of this date may be cancelled. Registrations after this date will be accepted if space is available.

Did you know?

As long as you are enrolled in classes at CNC you will receive free access to MS Office 365 ProPlus.

CNC School of Access & Continuing Education