Discover

Microsoft® Excel 2010

PCPAL SOLUTIONS, INC.

Microsoft® Excel 2010 makes it possible to analyze, manage, & share information in more ways than ever before, helping you make better, smarter decisions. The Discover Microsoft® Excel 2010 training suite consists of 5 self-paced tutorials that will help you quickly achieve proficiency on Excel 2010. Experience an engaging, hands-on learning environment as you discover how to use Excel 2010 to save time, simplify your work, & increase your productivity.

Benefits

- Learn how to efficiently model & analyze data, accomplish more when working together, and add more sophistication to your data presentations.

- Enjoy the flexibility of self-paced on demand training.

Microsoft® Excel 2010 Courseware

Discover Microsoft® Excel 2010: Level 1

L1: The Excel 2010 Interface

L2: Working With Data

L3: Objects & Formatting

Discover Microsoft® Excel 2010: Level 2

L1: Charts & OLE

L2: Setup, Printing, & the Help System

L3: The Document Window

Discover Microsoft® Excel 2010: Level 3

L1: Functions, Formulas, & Charts

L2: Outlines, Comments, & Hyperlinks

L3: More Functions

Discover Microsoft® Excel 2010: Level 4

L1: Protection & Customization

L2: Sorting & Filtering Data

L3: Scenarios & Security

Discover Microsoft® Excel 2010: Level 5

L1: Functions & Data Analysis

L2: Workgroup Related Functions

L3: Variable Data & Problem Solving