

Microsoft Excel Level II - EX-201

Skill Level: Intermediate

A continuation of Excel basics looking at some of the more advanced features of Excel.

What You Will Learn

- Utilizing statistical functions
- Utilizing financial functions
- Sorting data by selected columns
- Filtering data by selected values
- Sharing data between worksheets and spreadsheet files.

Who Should Attend

Faculty, staff and students wanting to utilize the more advanced and in-depth features of Excel for producing spreadsheets

Documentation

Handout: [Excel Advanced Functions](#)

Handout: [Excel Sorting & Filtering](#)

Related articles

- [Training and Workshops](#)
- [Smart Classroom Training](#)
- [Creating PDFs in Microsoft Powerpoint for Print](#)
- [Microsoft Word Basics - WD-101](#)
- [Sorting and Filtering - EX-240](#)