



Spreadsheets Level 2 Formulas

Description

This crash course is designed for people who are already confident in producing spreadsheets using basic editing and formulas and would like to produce a more professional and high-quality document. Using formulas in your Excel worksheets makes it easy to calculate results from the data stored in the worksheet. When data changes, the formulas calculate updated results with no extra effort on your part. Imagine if your formula is able to do more complex calculations and present you with further information about your data saving you time!

You will receive an Academy certificate on completion of this course.

Date: Flexible

Tuition Time: 1 hour

Full Course Fee £60

Location: Riverside Innovation Centre, 1 Castle Drive, Chester CH1 1SL

Pre-Requisites

This course is suitable for those who have either attended our Level 1 Spreadsheet Software Course with us or use the features listed on our level 1 course content on a weekly basis.

Course Objectives

By the end of Spreadsheets Level 2 Formulas you will be able to:

- Demonstrate complex calculations
- Present more relevant information from your data
- Have an increased knowledge sort by employers

Training

- ◇ Up Skilling 'non-qualification' training
- ◇ Flexible Delivery
- ◇ Cost and time effective
- ◇ Delivered by 'Outstanding Teachers' as recently identified by Ofsted
- ◇ Consultation to identify your specific training needs

About the Provider

We are two highly qualified teachers with extensive experience of working in further education and can provide a range of digital training opportunities. We offer a high quality customised service that recognises each organisation's challenges. We will also provide digital skills training for individuals so they can reap the benefits of long-term success.

Want to know more?

To find out more about our tailored Digital Skills Training for Businesses, Groups and Individuals, please email: info@cdsacademy.co.uk or telephone us for an initial informal chat on **01244 515525** to discuss your requirements.

Riverside Innovation Centre,
1 Castle Drive,
Chester CH1 1SL

www.cdsacademy.co.uk



60 Minutes of Excel Complex Formulas Course Content

Using Count formulas

- COUNT
- COUNTA
- COUNTBLANK
- Includes video and task

Using IF and Absolute

- Includes video and task

Using COUNTIF

- Includes video and task

Using AND OR Function

- Includes video and task

Using Conditional Formatting

- Includes video and task

Using ROUND Function

- Includes video and task

Final Assessment Task



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