



## Navarro College Continuing Education EXCEL I

This practical course covers the most commonly used features of Microsoft Excel. The course is aimed at beginners with limited or no experience using the Excel program. Major areas covered include the fundamentals of using Excel to enter and edit data, labels, and formulas; work with functions; format cells; print worksheets and save a workbook as a Web page. **The cost of this 8 hour workshop is \$48.00** and is presented by Navarro College Continuing Education.

To register for this class, please contact Navarro College Continuing Education or an SBDC office near you:

Continuing Education  
1900 John Arden Rd  
Waxahachie, TX 75165  
Phone: (972) 923-6441

SBDC Corsicana  
3200 W. 7<sup>th</sup> Avenue  
Corsicana, TX 75110  
Phone: (903) 875-7667

SBDC Waxahachie  
1900 John Arden Dr.  
Waxahachie, TX 75165  
Phone: (972) 923-6425

Email: [SBDC@NavarroCollege.edu](mailto:SBDC@NavarroCollege.edu)

**Date**

Monday, April 26

**Time**

8 a.m.-4 p.m.

**Location**

Navarro College Waxahachie Campus  
Continuing Education, Room 104

### Training Locations

**Navarro College**, 1900 John Arden Rd, Waxahachie TX 75165  
Continuing Education, Room 104



Visit us online at [www.NCSBDC.org](http://www.NCSBDC.org) or email [SBDC@NavarroCollege.edu](mailto:SBDC@NavarroCollege.edu)

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