



Navarro College Continuing Education EXCEL II

This practical course builds on skills learned in the MS Excel I course. Participants will learn how to work with large worksheets, use 3-D formulas, customize Excel's toolbars and menus, apply special cell formatting, sort and filter lists, create combination charts and trend lines, use Excel's auditing features, and work with templates. **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. 7th 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

<u>Date</u>	<u>Time</u>	<u>Location</u>
Saturday, April 17	8 a.m.-4 p.m.	Navarro College Waxahachie Campus
Friday, May 7	8 a.m.-4 p.m.	Navarro College Waxahachie Campus

Training Locations

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



Visit us online at www.NCSBDC.org or email SBDC@NavarroCollege.edu

Funded in part through a cooperative agreement with the U.S. Small Business Administration. Reasonable accommodations will be made to those individuals with disabilities, as well as to clients with limited English proficiency, who request such accommodations in advance.