

Topics in Excel: More About Functions and Pivot Tables

Course length: 1 Hour

Course type: Instructor led, hands-on learning

Prerequisite: Excel: Using Data and Charts or a general understanding of functions

Course Details

This session is a follow-on to Excel: Working with Data and Charts. During this hands-on session, you will explore additional Excel functions and pivot table usage. Topics include:

- VLOOKUP Basics
- Using the IF and COUNTIF Functions
- Using the TRIM and PROPER Functions
- Creating and Modifying a Basic Pivot Table
- Using Help and other Resources