

Intermediate Excel (Part-Time)

Intermediate Excel

Course Content:

- Learn how to use formulae and functions
- Explore the various user interface elements
- Use the Excel galleries
- Customise the interface
- Creating forms with Excel
- Replicate formulae and functions
- Create an absolute reference
- Range names and how they are applied
- Using Freeze Panes
- Recording the current date and time on the printed spreadsheet
- Turning your figures into charts
- Formatting charts

Entry Requirements

None

Career Prospects

Intermediate Excel This is a step up from the Level 1 and covers more advanced topics in the use and manipulation of data

Assessment

Observations and Portfolio work

STUDY MODE

SC

Coleg Afan
Coleg Bannau Brycheiniog
Academi Chwaraeon Llandarcy
Canolfan Ragoriaeth Adeiladwaith Maesteg
Coleg Castell-nedd
Coleg Y Drenewydd
Coleg Pontardawe
Canolfan Adeiladwaith Abertawe

Afan College
Brecon Beacons College
Llandarcy Academy of Sport
Maesteg Construction Centre of Excellence
Neath College
Newtown College
Pontardawe College
Swansea Construction Centre



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LOCATION
COURSE LENGTH
2D

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