

Excel Expert 4 hours

Module 1

- Protecting Workbooks
- Managing Versions
- Creating Templates
- Data Validation Tools

Module 2

- Inspecting a Workbook
- Sharing a Workbook
- Track Changes
- Adding Comments

Module 3

- Scenario Manager
- Consolidating Feature

Module 4

- Using AND, OR, and NOT in an IF function
- SUMIF, AVERAGEIF, and COUNTIF
- INDEX and MATCH