

Job Training Center Computer Class Series

Intermediate Excel

Take your Excel skills to the next level. Learn about selecting ranges, using absolute references, working with multiple sheets, applying formatting, linking cells, using names, using functions, protecting workbooks, filtering data, creating templates and charts and more!

Tuesday, November 15th, 2016

8:30am to 12:30pm

\$65.00 per person

Space is limited. You must pre-register.

Call 529-7000



The Job Training Center is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. 7-1-1 CRS TTY Users. *The Job Training Center is a proud partner of America's Job Center of CaliforniaSM Network*