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Microsoft Excel 2007 Level 1

Excel 2007 Basic Level 1 This course is for the novice user who has little or no experience with Microsoft Excel. We will begin by learning about the parts of the Excel interface, including the Title Bar, window control buttons, Office button, and more. You will learn about the new Ribbon, the different tabs, groups, command, and dialog menus.

Microsoft Excel 2007 Basic Level 1 Tutorial

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This course is designed for people preparing for certification as a Microsoft Certified Application Specialist in Excel, who already have knowledge of Microsoft® Office, Windows® 2000 (or above), and who desire to gain the skills necessary to create, edit, format, and print basic Microsoft Office Excel 2007 worksheets.

Microsoft Office Excel 2007 - Level 1 - National Business ...

An existing workbook that can be downloaded from the Microsoft website, rather than creating a blank workbook. .xlsx, .xls Two different options used to save an excel workbook. .xlsx refers to the default type in which excel 2007 documents are saved. .xls is the format compatible with '97-2003 Microsoft excel software.

Excel 2007 Level 1 Flashcards | Quizlet

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Microsoft® Office Excel® 2007: Level 4 Course Specifications Course number: 084068 Software: Microsoft® Office Excel® 2007 Course length: 1.0 day(s)

Microsoft Office Excel 2007: Level 4

Microsoft Excel 2007 Level 1 is part of a 3-Level study program for Microsoft Excel 2007. The course provides the learner with the skills and knowledge necessary to create workbooks in Microsoft Excel. It covers creating a new workbook, adding data, editing data, working with formulas, printing and charting. Learning Outcomes At the completion of Microsoft Excel 2007 Level 1 you should be able to:

Product Code: INF722 ISBN: Microsoft Excel 2007 Level 1

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Microsoft Excel 2007 Level 2 - Global Knowledge

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