

Bite-sized Excel Tables

1 day training course



Course contents

This course will cover the following topics. Those marked with (*) will be covered if time allows.

Sorting tables (*)

- Sorting data
- Multiple sorts
- The dangers of sorting

Filtering tables (*)

- Filtering table data
- Using AND and OR criteria

Advanced filtering (*)

- Setting the ranges
- Using extract ranges
- Setting multiple criteria



Pre-requisites for Bite-sized Excel Tables course

Overwrite this HTML

Prices

Venue	Address	Price per place
London	Landmark, 99 Bishopsgate, London EC2M 3XD	£295 per person + VAT
Manchester	Holiday Inn, 25 Aytoun Street, Manchester M1 3AE	£150 per person + VAT
Online	Your home or office!	£395 per person + VAT

Scheduled Dates

We don't currently have any dates scheduled for this course, but it's always worth contacting us to see if we'll add some. Alternatively, ask us about organizing a customized course at your office (we'll provide and set up the computers, or an online course tailored to your needs).