

Microsoft Excel Module 3: Advanced Formulas

Pre-requisites: Delegates must be confident with using a keyboard, mouse and Windows and be familiar with the basic functions of Excel and the topics covered on the Basic Formulas Module (module 1).

Objectives: The following objectives will be covered in the course:

Advanced Formulas

Course Outline: **Advanced Formula Construction**

Using Names

Using the IF Function

Using the VLOOKUP Function

Using IS Functions and the Auditing Features

Consolidating and Analysing Data

Consolidating Data from more than One Worksheet

Using the Goal Seek and Solver Utilities

Using Scenario Manager to View a Worksheet with different Input Values