

N: Excel to New Heights: Creating a simple budget

Excel webinar invitation!

We are excited to offer you an interactive micro-learning webinar that will provide knowledge on how to create basic formulas and use the fill handle.

Would you be interested in:

1. Knowing how to easily create addition formulas?
2. Creating a subtraction formula?
3. Copying series and formulas in a flash?

Who should attend?

All team members interested in expanding their ability to use Excel are welcome!

Webinar date, time and location

Thursday, March 7, 2 p.m. to 3 p.m.

Register through I-Learn by browsing for: z3463 Excel to New Heights: Creating a simple budget. After registering, you will receive a confirmation email with further details for accessing the webinar.



Objectives

The information shared in this course will help you use Excel to:

1. Describe how to create an addition formula with AutoSum.
2. Discuss the components of a subtraction formula.
3. Explain how to use the fill handle to copy series and formulas to adjacent cells.

Webinar access instructions

Access instructions will be provided in your confirmation email from I-Learn after you register for the webinar.