Why Microsoft Excel?

Microsoft Excel is software that lets you create tables, and calculate and analyse data. This type of software is called spreadsheet software. Excel lets you create tables that automatically calculate the totals of numerical values you input, print out tables in neat layouts, and create simple graphs. Excel is a part of "Office", a suite of products combining several types of software for creating documents, spreadsheets, and presentations, and for managing e-mail.

Course Details

ICAICT105A - Operate spreadsheet applications

The best Microsoft Excel training experience

Learn how to analyse, share and manage information to make more informed decisions with the world’s premier spreadsheet application. Gain confidence in creating and formatting spreadsheets and charts, sorting and filtering, advanced formulas and functions, or take your Excel skills to the next level with macros, pivot tables, automation and Visual Basic programming techniques.

This training is delivered with Victorian and Commonwealth Government funding

To enrol and learn more contact MADEC

T: 1300 436 332  E: education@madec.edu.au  W: www.madec.edu.au