

FREE ONLINE COURSE FOR UNISON MEMBERS

EXCEL IMPROVERS

2 DAY COURSE - 8 & 9 December (10AM - 1PM)

COURSE CODE: 0077

**YOU WILL NEED TO ATTEND ALL BOTH
SESSIONS**

Delivered over 2 sessions this course aims to support members who are familiar with Excel but want to dig a little deeper. Includes:

- Conditional formatting
- An introduction to using IF statements
- Linking workbooks
- Using and creating complex formulas

To apply please email LMD@unison.co.uk stating: Your name, membership number (or home address), course code, details of any facilitation needs, and an email address and contact number to be shared with the course provider

