



FREE ONLINE COURSE FOR UNISON MEMBERS

EXCEL

IMPROVERS

14 & 15 NOVEMBER 2023
(10.00AM – 1.00PM)
VIA MS TEAMS

Learners will need to attend both days

This online course is aimed at existing Excel users who want to learn more advanced features e.g. Conditional Formatting.

The sessions will cover:

- an introduction to using IF statements
- creating a VLookup table
- linking workbooks
- using/creating complex formulas



To apply:

<https://eastmidlands.unison.org.uk/members/>