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ECDL Base - Spreadsheets
SPREADSHEETS print page. This module allows candidates to understand the concept of spreadsheets and to demonstrate an ability to use a spreadsheet to produce accurate work outputs. On completion of this module the candidate will be able to: Work with spreadsheets and save them in different file formats.

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Spreadsheets - ICDL Europe
Organising and analysing data using a spreadsheet application produces useful insights for all types of organisation. In addition to using standard formulas and functions, this module covers visualisation of data through creating and formatting graphs or charts. The analysis of numerical data is an important activity in a wide range of job roles.

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ECDL Extra builds on a learner's basic knowledge and experience to improve their understanding of computer applications including improving productivity using IT, word processing, spreadsheets and presentation software. Presentation software (Level 2) Spreadsheet software (Level 2) Word processing software (Level 2) Guidance documents

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01/08/2013 · This training guide has been written specifically for the new ECDL unit Spreadsheet Software (BCS ITQ level 2, syllabus 5.0). Each exercise has been designed to gradually build up your knowledge of Microsoft Excel 2013 using a simple, step-by-step approach., You will learn how to create and edit spreadsheets and use a range of professional tools and techniques.

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ECDL ADVANCED SPREADSHEET SOFTWARE USING EXCEL 2016 (BCS ITQ LEVEL 3). An optional unit of iTQ Level 2, which attempts to teach the skills required to use spreadsheet software effectively to produce complex spreadsheets. OpenOffice.org Macros Explained What other reviewers say about ?Spreadsheet Check and Control??It is excellent.

ECDL Advanced Module - Spreadsheets
Validate and audit spreadsheet data. Enhance productivity by working with named cell ranges, macros and templates. Use linking, embedding and importing features to integrate data. Collaborate on and review spreadsheets.

Base Module - Spreadsheets Quick Reference - ECDL
Base Module - Spreadsheets Quick Reference Quick Reference This quick reference is for Microsoft Excel 2007 on Windows XP This module sets out essential concepts and skills relating to understanding the concept of spreadsheets and demonstrating an ability to use a spreadsheet to produce accurate work outputs.

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ECDL Spreadsheet Software (BCS ITQ L2) £15.00 (Print A4) | £250.00 (Site Licence) Description. Approved by BCS and ICS Skills. This training guide has been written specifically for the new ECDL unit Spreadsheet Software (BCS ITQ level 2, syllabus 5.0). Each exercise has been designed to gradually build up your knowledge of Microsoft Excel using a simple, step-by-step approach.

ecd spreadsheet software using excel
For anyone who works in an office, Microsoft Excel is ever-present. This spreadsheet software is often used for simple accounts and contacts lists — but it's capable of much more. From finance to