

# Learn Computer Skills Microsoft Excel 2016

**Bryte Career and College Training**  
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Advanced Microsoft Excel 2016



**January 16 — February 27, 2019**  
**Monday and Wednesday**  
**6:00pm—9:00pm**

**Learn How To:**

**Enter and Edit Data, Use Formulas and Functions, Copy Formula Values,  
Format Data, Format Worksheets, Add Charts and Graphics, Create Folders  
and Organize Data**

**Upcoming Computer Skills Course:**  
**Outlook: March 4 — April 3, 2019**



**WASHINGTON  
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**Statement of Civil Rights Compliance.**  
All educational and vocational opportunities are offered without regard to race, color, national origin, sex or disability. A lack of English language skills will not be a barrier to admission and participation in educational and vocational programs. (Federal Regulation, Title IX; Board Policy 0201)

