

# Learn Computer Skills Microsoft Excel 2016

Bryte Career and College Training  
637 Todhunter Ave., West Sacramento, CA 95605  
(916) 375-7901 or (916) 375-7740  
Email: [adulted@wusd.k12.ca.us](mailto:adulted@wusd.k12.ca.us)

5 Week Class for  
only \$225  
Register on line:  
[was.asapconnected.com](http://was.asapconnected.com)

Advanced Microsoft Excel 2016



October 16—November 15, 2018  
Tuesday and Thursday  
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:  
PowerPoint & Access: November 27—January 10, 2019



**WASHINGTON  
UNIFIED  
SCHOOL  
DISTRICT**  
WEST SACRAMENTO

**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)

