

MS Office learn and practice: Advanced

This is an in-person event

Date May 23, 2025

Time 10:30 am to 12:00 pm

Location Collaboratory

Event type [Collaboratory](#), [Technology classes](#)

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Event overview

May 23, 2025

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Knowledge of Microsoft Office is consistently in the top five requirements in job postings. Want to learn MS Office's most popular applications, Word and Excel? In these hands-on practice sessions, you can work through practice problems to gain the skills you need to use these applications.

In this session we will be focusing on Intermediate and advanced MS Office skills that are relevant to both Word and Excel. This class will be most beneficial to those already comfortable with the basics of MS Office.

- May 16: Advanced Word
- May 23: Intermediate/Advanced Excel
- May 30: Advanced Excel

Registration is recommended. Individual registration only. Dropping in will be permitted if space permits. Limit of 12 spaces.

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