

10 Must Know Excel Formulas

The screenshot shows the Microsoft Excel 2003 interface. The title bar reads "Microsoft Excel - Book1". The menu bar includes File, Edit, View, Insert, Format, Tools, Data, FlashPaper, Window, and Help. The toolbar contains various icons for file operations and formatting. The formula bar shows the formula `=SUM(B2:D2)/3` for cell E2. The spreadsheet has columns A through G and rows 1 through 10. The data is as follows:

	A	B	C	D	E	F	G
1		Grade 1	Grade 2	Grade 3	Average		
2	Student 1	95	90	90	92.33		
3	Student 2	78	79	80.67			
4	Student 3	80	82	90.33			
5				85.00			
6				73.33			
7				79.00			
8				73.67			
9							
10							

A callout box points to the formula bar with the text: "The formula to average the grades in cell E1 is shown in the Forumula Bar when the cell is selected."

Prerequisite: Must have intermediate level experience using Microsoft Excel 2003.

In this 2 hour course you will learn 10 Microsoft Excel Formulas that will help you with counts, sums and If statements.

Date: Monday June 9th, 2008

Time: 10AM-12PM

Class will be held at the TLC District Lab

**Contact person: 545-2153
Instructor: Adelfo Huerta**