

## Spreadsheets I - IS110

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**Section:** IS110 836232S Online

**Section Type:** Lecture

**Credit Hours:** 1.00

**Course Description:** Use of spreadsheet software to demonstrate competencies in using formatting techniques, features and functions with hands-on experience; managing financial statements; working with formulas and functions; developing professional-looking worksheets; charting and graphic capabilities.

**Course Notes:** Repeatable for graduation credit if using a different software package. Use a computer independently (general computer understanding of concepts, terminology, and operations) required.

**Section Notes:** This course covers the Microsoft Excel software (available for free student download).

### **WHEN**

Days: Arranged

Times: Arranged

Start Date: 03/04/2024

End Date: 05/02/2024

### **WHERE**

Online

### **INSTRUCTOR**

AMBER BRAWNER

### **BOOKS**

No textbooks for this course.