



Excel

Microsoft Excel

Michael Alexander, Dick Kusleika



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Microsoft Excel 365 Bible Michael Alexander, Dick Kusleika, 2022-02-14 Your personal hands on guide to the latest and most useful features in Microsoft Excel 365 Excel 365 is Microsoft's latest cloud based version of its world famous spreadsheet app Powerful and user friendly it's an ideal solution for businesses and people looking to make sense of and draw intelligence from their data The Excel 365 Bible carries over the best content from the best selling Excel 2019 Bible while reflecting how a new generation uses Excel in Excel 365 The authoring team with their decades of Excel and business intelligence experience and recognition from the Excel community as Excel MVPs delivers an accessible and authoritative roadmap to Excel 365 Interested in the basics You'll learn to create spreadsheets and workbooks and navigate the user interface If you're ready for more advanced topics you can skip right to the material on creating visualizations crafting custom functions and using Visual Basic for Applications to script automations You'll also get Over 900 pages of powerful tips tricks and strategies to unlock the full potential of Microsoft Excel 365 Guidance on how to import manage and analyze large amounts of data Advice on how to craft predictions and What If Analyses based on data you already have Perfect for anyone new to Excel as well as experts and advanced users the Excel 365 Bible is your comprehensive go to guide for everything you need to know about the world's most popular easy to use spreadsheet software [Beginning Excel, First Edition](#) Barbara Lave, Diane Shingledecker, Julie Romey, Noreen Brown, Mary Schatz, 2020 This is the first edition of a textbook written for a community college introductory course in spreadsheets utilizing Microsoft Excel second edition available <https://openoregon.pressbooks.pub/beginningexcel19> While the figures shown utilize Excel 2016 the textbook was written to be applicable to other versions of Excel as well The book introduces new users to the basics of spreadsheets and is appropriate for students in any major who have not used Excel before **Microsoft Excel Formulas and Functions (Office 2021 and Microsoft 365)** Paul McFedries, 2022-03-25 Use Excel 365 and Excel 2021 core features to build spreadsheets that solve business problems and deliver reliable answers Drawing on his unsurpassed experience Paul McFedries helps you make the most of formulas and functions including recent improvements ranging from dynamic arrays to XLOOKUP and LET McFedries step by step projects walk you through handling key tasks from building timesheets to projecting cash flow and aging receivables His practical examples and clear instructions demystify intermediate to advanced level formula construction and help you leverage Excel's most useful functions in your everyday work Becoming an Excel expert has never been easier By reading this book you will Improve business analyses by adding intelligence and knowledge to your models Replace cumbersome formulas with convenient predefined functions Use modern lookups to make your formulas more powerful and flexible Simplify complex calculations with dynamic arrays in Excel 365 and Excel 2021 Use conditional formatting to reveal anomalies problems or opportunities Calculate loan payments interest costs terms and amortization schedules Project the future value of investments and plan to achieve investment goals Master essential discounting and cash flow analysis tools

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s advanced features empowering you to handle any data challenge with confidence and creativity What you will learn Master custom number formatting Utilize INDEX MATCH effectively Create dynamic arrays Build advanced charts Automate with Power Query Develop VBA functions Who this book is for Ideal for intermediate to advanced Excel users data analysts and financial modelers Readers should have a basic understanding of Excel Prior experience with Excel formulas charts and data management is recommended

Microsoft Office Specialist Excel Associate 365/2019 Exam Preparation Daniel John Stine, 2020-06-02 Explains everything current Excel users need to know about the exam process Covers the five main categories of the exam Includes practice exam software videos and flashcards Reviews the Excel user interface and terminology Internationally recognized certification in Microsoft Excel can open up a world of benefits to you and Microsoft Office Specialist Excel Associate 365 2019 Exam Preparation includes everything you need to prepare for the exam Designed for those already familiar with Excel this book provides detailed information about how and where to take the exam and exactly what to expect Each chapter is built on one of the five exam topics Ample study material is provided including practice exam software and video tutorials for every outcome in the book The author will guide you like a personal Excel coach helping you to boost your knowledge pinpoint skills you need to work on and gain the confidence to be able to pass the exam Why certification is important Microsoft Excel Certification is an easily verifiable way to showcase your willingness to learn new skills and software and it provides a myriad of other benefits as well Not only can certification enhance your Excel skills it can help you get hired boost academic performance prepare for the demands of a job open doors to career opportunities and be more productive and confident working on projects at school home or work Microsoft Office Specialist Excel Associate certification is the first step to prove your skill level and open doors to career opportunities

Outline of the book This book leads you through the exam process from beginning to end The first chapter includes the exact steps to take to register for the exam and find an exam center tips on using your time wisely during the exam and an overview of Excel's user interface and important terminology The next five chapters thoroughly cover the main topics in the Microsoft Office Specialist Excel Associate exam Manage Worksheets and Workbooks Manage Data Cells and Ranges Manage Tables and Table Data Perform Operations by using Formulas and Functions and Manage Charts Short video tutorials are included for every single outcome in the book 70 in all for when you need extra help or learn best by observation Excel practice exam software included Unlike any other Excel exam manual available this book includes Excel practice exam software The final chapter focuses on the practice exam which closely mimics the format of the real exam Custom built and specially designed by SDC Publications the practice exam can be taken multiple times so you are comfortable with the test software how to mark and return to questions question format live in application steps and how the results are presented Study materials for all learning styles Custom made Practice Exam Software 70 short narrated video tutorials for every outcome in the book 70 Flashcards Exam Day Study Guide About the author Daniel John Stine AIA CSI CDT is a registered architect with over twenty

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