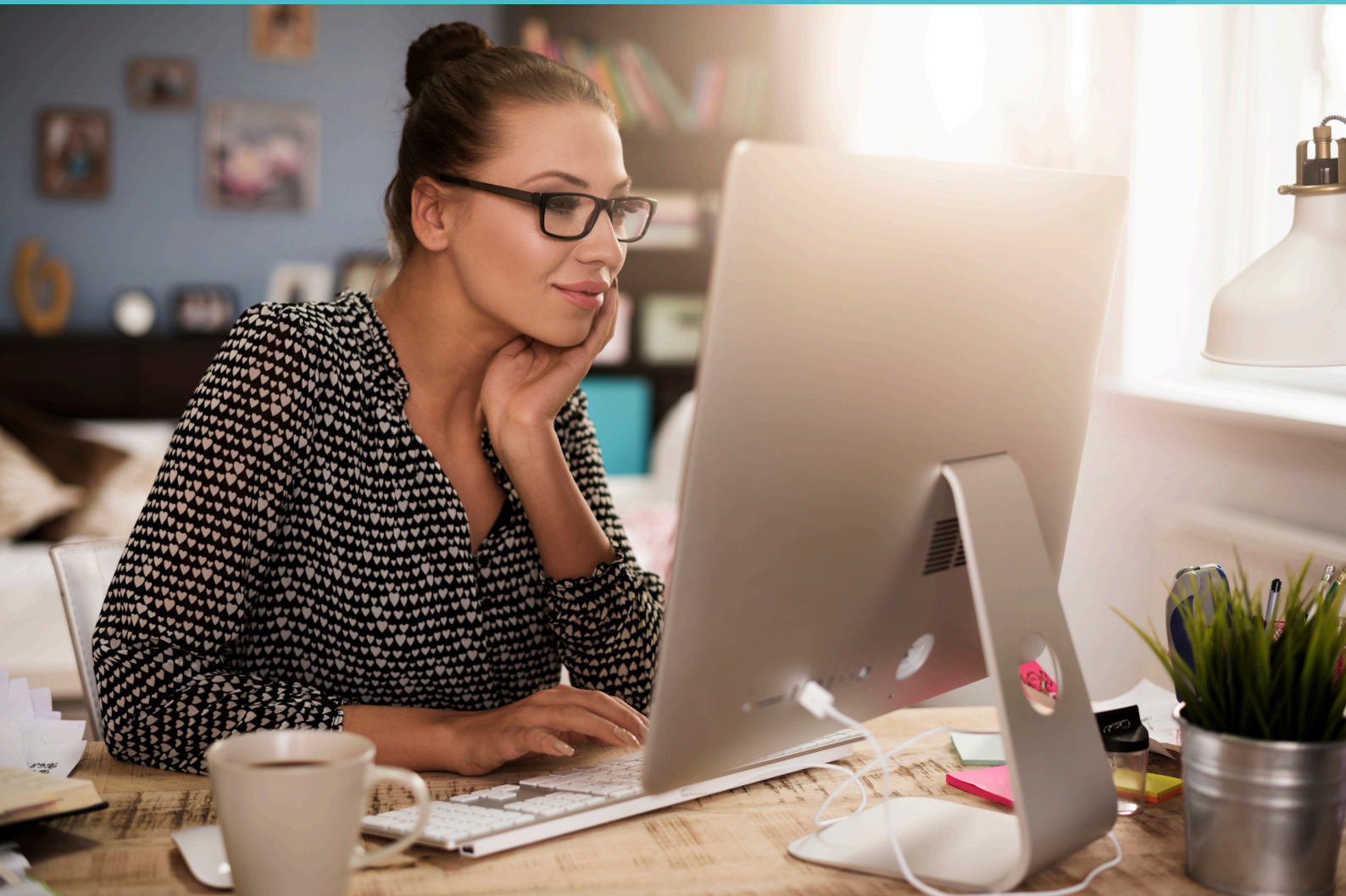




**Centre  
of Learning**  
Learn. Connect. Grow.

a part of **W** The **WiB** Group

# Digital Training Advanced Excel Essentials



Our partners:



# Advanced Excel Essentials



Gone are the days when it was assumed only Investment bankers and accountants who rely on Excel. Now Business Owners, Sales Managers, Administrators, Marketing Executives, Graphic Designers, and so many other people turn to the program for help.

Regardless of your business or profession, Excel can help you save time, labour and ultimately do your job even better.

## **2-part Excel Essentials programme facilitated by Accredited Microsoft Master Instructor, Louise Friel**

At a glance:

Module 1: Advanced Functions  
Module 2: Subtotals & Pivot Tables  
Module 3: What IF - Forecasting  
Module 4: Macros



In business, it is important that the data stored by an organisation is accessed, manipulated and analysed in a secure and robust manner.

This course examines how data can be successfully manipulated and analysed, investigates advanced data analysis and functions, along with an introduction to macros and Visual Basic for Applications. The course is designed as a practical workshop, allowing the participant to receive hands-on experience of all topics covered.



**Find out more:** [centreforlearningni.com](https://centreforlearningni.com)

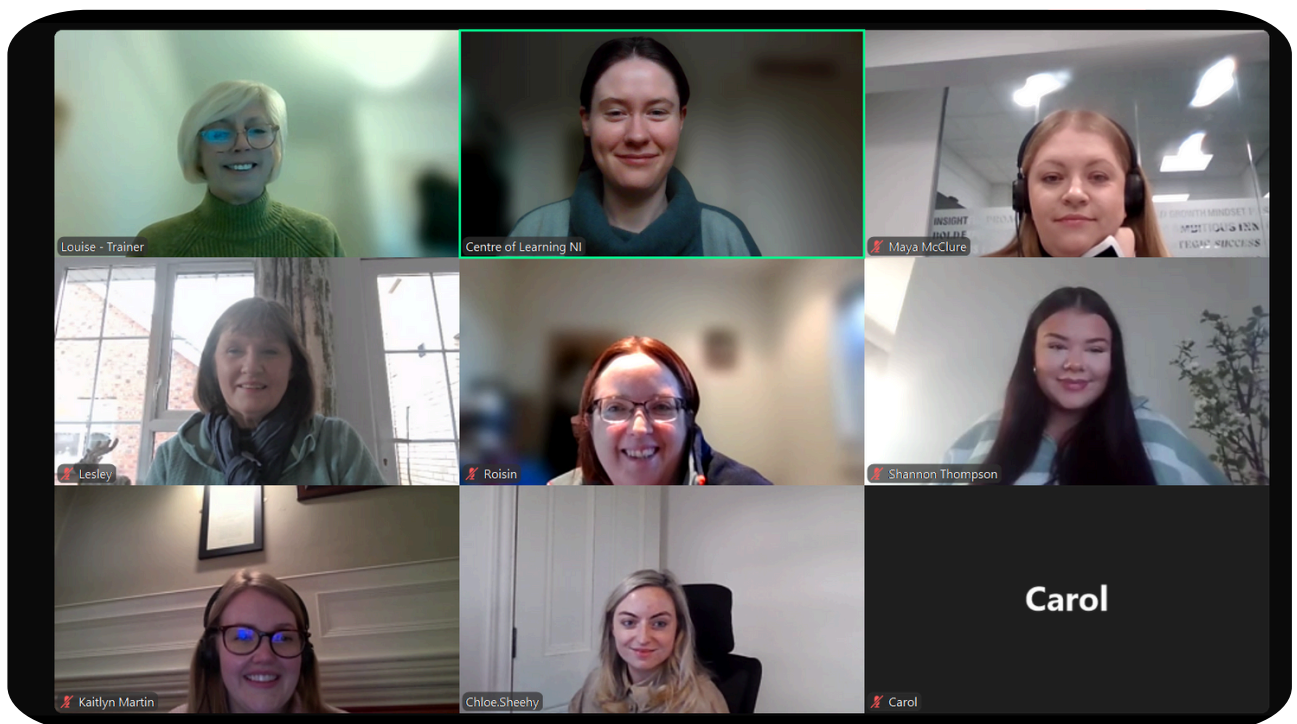


# Advanced Excel Essentials



## **Louise Friel - Desktop Genie IT Consultant and Owner**

Louise facilitates our Excel Essentials programme. Louise is an IT professional with over 30 years' experience in IT and telecommunications and is the owner of Desktop Genie which provides IT consultancy and business solutions. Louise provides a range of specialist IT Training including MS Excel, MS Word, MS Access, MS Project and marketing through Twitter and LinkedIn training. She is an Accredited Microsoft Master Instructor and an accredited ECDL and Advanced ECDL Tester.



Find out more: [centreforlearningni.com](https://centreforlearningni.com)

# What others have to say

## **Niamh Kelly**

Encirc

I really enjoyed this training, and it is definitely something that I will be able to bring back to the workplace. The training was interactive and any questions I had, were happily received and responded to.



## **Roisin McDermot**

Seed Mentoring

So worthwhile to do Excel training. I didnt realise all the things you could do on Excel. Wish I had done this years ago. You dont know what you dont know - until you know!!

## **Heather Reid**

Legacy Resources 247

Louise was so lovely. Made everyone feel included, no question too daft. Understood her teaching style instantly - thoroughly enjoyed and benefited from today and yesterday. I've already started putting the tools to good use.





# What makes our programmes different?



Tailored content which is **relevant to today's working world**



Programmes to **address the challenges and barriers** often faced by women



Insights and advice on best practice as well as key tools from **industry leading facilitators**



External training provides the **opportunity to connect and learn with like minded women** outside of your organisation



Engaging programmes with **practical tools which can be applied immediately** to support continued development



**Discounted rates** for Women in Business, CBI and Northern Ireland Chamber members.



Our partners:



# Our customers

Since commencing in 2019, we have had the privilege of providing training support to over 4000 individuals and 200+ organisations from different sectors.

Learning from diverse individuals across industries offers delegates a safe space to discover themselves, break away from group-think, understand varied business landscapes and share unique perspectives for enhanced growth and learning.



Our partners:



# Contact the team



Start your journey to learn, connect and grow today.



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