



Курсы по дисциплине "18"

Introduction to Microsoft Excel

Excel Interface and Basic Features

Formulas, Functions and References

Data calculations in Microsoft Excel

Finding, Sorting, & Filtering Data in Microsoft Excel

Data Validation Formatting and Summarization

Interweaving Tables, References, and Links in Excel

Conditional Formatting, Tables and Charts in Microsoft Excel

Introduction to Data Analysis using Microsoft Excel

Data Preparation Using Functions

Working with Pivot Tables

Data Visualization using Microsoft Excel

Create Charts and Dashboards Using Microsoft Excel

Copilot for Beginners: Sales Data Analysis in Excel

ChatGPT for Beginners: Save time with Microsoft Excel

Present Compelling Data Stories with Excel

Excel Collaborating: Sharing, Co-Authoring, Version Control

Excel Foundations Portfolio Project



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Daniil Kozlov

has successfully completed the online Professional Certificate

Microsoft Excel for Beginners

By earning this certificate, you demonstrated essential Microsoft Excel skills for transforming raw data into actionable business insights. You developed skills in spreadsheet setup, cell formatting, and workbook navigation before progressing to core formulas, functions, and references. You learned to clean, filter, and validate datasets and analyze trends using PivotTables and dynamic charts. You also applied AI tools such as Microsoft Copilot and ChatGPT to streamline tasks and accelerate analysis. You developed real-time collaboration skills using OneDrive and completed an end-to-end portfolio project demonstrating your ability to analyze and communicate data to employers.



Microsoft

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