

# Free Online Microsoft Excel Course



**Course name:** Basics of Excel  
**Dates:** Wednesday 6 May and Wednesday 13 May  
**Time:** 10.30am to 12.30pm  
**Course code:** C1225



**enrol by phone now on 020 8270 4722**

This short course will use Microsoft Teams to help you to develop your knowledge and skills with Microsoft Excel.

This may include simple spreadsheets, graphs and charts.



**This course requires you to have access to the internet and a PC, Laptop, Tablet or Smart Phone**