

Excel can make your life easier!

Intimidated by computers? Want to learn and grow?

Need to become more efficient with technology?

Are you interested in knowing more about Excel and what all it can do?

West Georgia Technical College is offering free classes in Microsoft Excel.

Topics to be covered are Controls, Ribbon, Quick Access, Back Office, Series fill, Autofill, Quick Analysis, Basic formulas, Conditional Formatting, Concatenation, Pivot Tables and Charts

Class Schedule and Locations						
Month	Date	Begins	Ends	Campus	Address	
April	16	6:00 PM	8:00 PM	Lagrange 707	1302 Orchard Hill Road	
	18	6:00 PM	8:00 PM	Lagrange 707	1302 Orchard Hill Road	

Because the overwhelming response to the March offerings, we scheduled another opportunity to attend a free Excel class in April. Register early because seating is limited!

For more information				
Call:	706-756-4586			
email:	coned@westgatech.edu			
Link:	LaGrange: https://coned.westgatech.edu/wconnect/CourseStatus.awp?&course=19SCTLCOMP1			

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