

COURSE DETAIL

ADVANCED KNOWLEDGE OF SPREADSHEETS

Country

Spain

Host Institution

Carlos III University of Madrid

Program(s)

Carlos III University of Madrid

UCEAP Course Level

Lower Division

UCEAP Subject Area(s)

Business Administration

UCEAP Course Number

15

UCEAP Course Suffix

E

UCEAP Official Title

ADVANCED KNOWLEDGE OF SPREADSHEETS

UCEAP Transcript Title

ADV SPREADSHEETS

UCEAP Quarter Units

2.50

UCEAP Semester Units

1.70

Course Description

This course offers a practical study of spreadsheet tools for the automation of tasks and data lifecycle management. Topics include: data import and references; formulas and functions; tables and pivot tables; data analysis; forms, mail merge, printing, and document generation.

Language(s) of Instruction

English

Host Institution Course Number

17639

Host Institution Course Title

HOJAS DE CÁLCULO. NIVEL AVANZADO

Host Institution Course Details

<https://aplicaciones.uc3m.es/cpa/generaFicha?est=319&anio=2021&plan=409&asig=17...>

Host Institution Campus

Getafe

Host Institution Faculty

Facultad de Ciencias Sociales y Jurídicas

Host Institution Degree

Doble Grado en Estudios Internacionales y Administración de Empresas

Host Institution Department

Materias transversales

Course Last Reviewed

2021-2022

[Print](#)