# **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**

В

#### **UCEAP Official Title**

ADVANCED KNOWLEDGE OF SPREADSHEETS

# **UCEAP Transcript Title**

**ADV SPREADSHEETS** 

### **UCEAP Quarter Units**

1.00

### **UCEAP Semester Units**

## **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.

This course is the same as BUS A 15E but it has fewer units.

# Language(s) of Instruction

**English** 

#### **Host Institution Course Number**

17881

#### **Host Institution Course Title**

HOJAS DE CÁLCULO. NIVEL AVANZADO

# **Host Institution Campus**

Leganés

# **Host Institution Faculty**

Escuela Politécnica Superior

# **Host Institution Degree**

Grado en Ingeniería Aeroespacial

# **Host Institution Department**

Materias transversales

Print