

# 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**

B

**UCEAP Official Title**

ADVANCED KNOWLEDGE OF SPREADSHEETS

**UCEAP Transcript Title**

ADV SPREADSHEETS

**UCEAP Quarter Units**

1.00

**UCEAP Semester Units**

0.70

### **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.

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 Course Details**

### **Host Institution Campus**

Leganés

### **Host Institution Faculty**

Escuela Politécnica Superior

### **Host Institution Degree**

Grado en Ingeniería Aeroespacial

### **Host Institution Department**

Materias transversales

### **Course Last Reviewed**

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