



## Microsoft Excel Level II

### **Course Schedule**

<b>Week (s)</b>	<b>Topic (s)</b>
<b>Week 1</b>	<b>Working with Functions</b>
<b>Week 2</b>	<b>Working with Lists</b>
<b>Week 3</b>	<b>Working with Lists and Analyzing Data</b>
<b>Week 4</b>	<b>Pivot Tables and PivotCharts</b>

**Note: Chapter and Review per weekly  
topic**

**Subject to Change**