



12CEB25D8-127135431-8C584

SCAN CODE TO VERIFY



Microsoft Excel - Basics

PROUDLY PRESENTED TO

KGPOLO TRISTANCE MACHETE

Course Modules

- Getting to know Excel
- Working with Cells
 - Modifying Columns, Rows, and Cells
- Formatting Cell
- Understanding Number format in Excel
- Using Find & Replace
- Formulas and Functions
- Most Used Functions

19 March 2024

DATE

A handwritten signature in black ink, appearing to read "D. Machete", written over a horizontal line.

SIGNATURE

EduCourse Director