

**CFAES**

The Ohio State University  
Wooster Campus  
Business Training and Educational Services

# Summer 2019 Computer Courses

Increase Your Knowledge By Learning Practical Skills You'll Use Every Day

- June 10<sup>th</sup> – Basic Excel (9:00 a – 4:15 p)
- June 14<sup>th</sup> – Intermediate Excel (9:00 a – 4:15 p)
- June 18<sup>th</sup> – Advanced Excel (9:00 a – 4:15 p)
- June 28<sup>th</sup> – Excel Functions & Formulas (8:00 a – 12:00 p)
- June 28<sup>th</sup> – Excel Pivot Tables & Vlookup (1:00 p – 5:00 p)
- July 12<sup>th</sup> – Basic Access (9:00 a – 4:15 p)
- July 17<sup>th</sup> – PowerPoint: All you need to know (9:00 a – 4:15 p)
- July 26<sup>th</sup> – Beginning Macros (8:00 a – 12:00 p)
- July 26<sup>th</sup> – Advanced Macros (1:00 p – 5:00 p)

Investment: \$195 per course (courses on June 28 and July 26 are \$99 each)

All courses are held on The Ohio State Wooster Campus

Halterman Hall - Room AT 203

To register please visit: [go.osu.edu/computertraining](http://go.osu.edu/computertraining)

Business Training and Educational Services

Ohio State - ATI

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**THE OHIO STATE UNIVERSITY**

COLLEGE OF FOOD, AGRICULTURAL,  
AND ENVIRONMENTAL SCIENCES

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