Mindluster Platform

About the course Excel keyboard shortcuts basics

Excel keyboard shortcuts basics course, in this course provides a comprehensive overview of commonly used shortcuts for tasks like data entry, navigation, formatting, and formulae. Through practical exercises and demonstrations, participants gain proficiency in utilizing these shortcuts to streamline their workflow, boost productivity, and save valuable time while working with Excel spreadsheets. By mastering the basics of Excel keyboard shortcuts, students lay a solid foundation for becoming proficient users capable of maximizing efficiency and effectiveness in data management and analysis within Excel.

Computer Softwares Category's Courses

Course Lesson(23)

Lesson 1 : **Excel Basics 1 What Is Excel**

Lesson 2 : **Excel Basics 2 Keyboard Shortcuts**

Lesson 3 : **Excel Basics 3 Formulas w Cell References**

Lesson 4 : **Excel Basics 4 Formulas and Functions**

Lesson 5 : **Excel Basics 5 Formulas Operators and Math**

Lesson 6 : **Excel Basics 6 Names Cell Ranges and Functions**

Lesson 7 : **Excel Basics 7 Range Functions**

Lesson 8 : **Excel Basics 8 Cell References Relative Absolute**

Lesson 9 : **Excel Basics 9 Mixed Cell References in Formulas**

Lesson 10 : **Excel Basics 10 Formulas Copy Vs Cut**

Lesson 11 : **Excel Basics 11 Spreadsheet Setup Cell References**

Lesson 12 : **Excel Basics 12 Stylistic Number Formatting**

Lesson 13 : **Excel Basics 13 Percentage Number Format**

Lesson 14 : **Excel Basics 14 ROUND function Number Formatting**

Lesson 15 : **Excel Basics 15 Date Time Format Calculations**

Lesson 16 : **Excel Basics 16 Chart Basics Excel Charts**

Lesson 17 : **Excel Basics 17 Page Setup**

Lesson 18 : **Excel Basics 18 Data Analysis Sort**

Lesson 19 : **Excel Basics 19 Data Analysis Subtotals**

Lesson 20 : **Excel Basics 20 Data Analysis Pivot Tables PivotTables**

Lesson 21 : **Excel Basics 21 Data Analysis Filter Dynamic Ranges**

Lesson 22 : **Excel Basics 22 IF function formula made easy**

Lesson 23 : **Excel Basics 23 VLOOKUP function formula**

Related courses

Excel Power Query

Excel VBA

Excel Dashboard

Excel Course Basic to Advanced

Excel Functions

Excel Charting

for Business Contact
business@mindluster.com