



**UNIVERSITY OF CAPE TOWN**  
IYUNIVESITHI YASEKAPA - UNIVERSITEIT VAN KAAPSTAD

# **Introduction to MS EXCEL 2010**



**Data entry & formatting**  
**Using formulas & functions**  
**Presenting data with charts**  
**Database features in Excel**



2011 Centre for Educational Technology, University of Cape Town

# Microsoft Excel 2010 Certification Study Guide

**K Payea**



## **Microsoft Excel 2010 Certification Study Guide:**

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