

Learn to Work Faster & Smarter!

Microsoft Excel® FOR BUSINESS

Full-Day Training: \$180/class
8:00 a.m. to 4:00 p.m.

Feb 5 Basic Excel
Feb 26 Intermediate Excel
Mar 18 Advanced Excel

Half-Day Training: \$80/class
8:00 a.m. to 12:00 p.m.

Feb 28 Working w/Functions
Mar 13 Working w/Pivot Tables & Charts

All training held on BC3 Main Campus.

Register Now! Visit bc3.edu/business-training.



Find out if your company is eligible for reimbursement for BC3 training through WEDnetPA. Contact Kathy.

Kathy Strobel
Coordinator of Business Training
724-287-8711, ext. 8267
Kathleen.strobel@bc3.edu

