



Ready for the next level?

Formulas & Functions

Microsoft Excel

(2000/2002/2003)



After taking this class, you will know:

- ✓ How to understand and create Formulas.
- ✓ How to comprehend Function Fundamentals.
- ✓ How to create Summary Functions.
- ✓ How the Anatomy of an IF Functions are created.
- ✓ How to incorporate and construct Nesting Functions.
- ✓ How work with Financial, Database, Text, and Lookup Functions.

Sign Up Now!

Only 18 Seats Available

www.agcsd.org

Who Should Attend?

Administration, Human Resources, Estimating, Accounting, Project Managers and Superintendents who have basic knowledge of Excel and want to go to the next level.

Instructor: John Cellini

Date/Time: Tuesday, September 18, 2007; 8:00 AM – 4:00 PM

Location: AGC – 6212 Ferris Square, SD, CA 92121

Cost: \$149 AGC Members / \$179 Non-Members

Complete the form below and fax to Ryan Famularo -- AGC San Diego at (858) 558-8444.
or Sign-up ONLINE www.agcsd.org

Participant's Name(s): _____

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Contact Person: _____ Phone: _____ Fax: _____

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Signature: _____

ALL CANCELLATIONS MUST BE MADE 72 HOURS PRIOR TO CLASS DATE. ALL NO SHOWS AND LATE CANCELS WILL BE BILLED.