

Microsoft Excel 2016 Training

Come join the DSBN TASK team for a half day, hands on Excel session.

Attendance to a session is voluntary but recommended.

Please choose one session to attend.

Who Can Attend: All DSBN Elementary and Secondary Secretaries

Location: Education Centre, 191 Carlton Street, St. Catharines

Devices will be provided at each session or bring your own

Please register through [PD Place](#)

Secondment will be provided

Session	Dates	Times
Everything You Need to Know About Excel 2016 Do you have questions about Excel 2016 and working within your spreadsheets? From learning to use your toolbar functions to creating basic formulas, we have got you covered. Come join us for an overview of these applications, get your NAV questions answered and become an Excel 2016 superstar!	Monday, April 8	8:30 - 11:30
	Monday, April 8	12:30 – 3:30
	Wednesday, April 17	8:30 – 11:30
	Tuesday, April 23	8:30 – 11:30

For more information, please contact the Helpdesk.