

# PLEASE ANNOUNCE TO YOUR CLASSES

The Econ Club Presents "Developing  
Excel Skills for Economics Majors:  
Improving Your Marketability"



Excel is the most important tool used in businesses today and is a key factor in successfully landing a rewarding job.

The main topics of the seminar are listed below:

- Entering Data, Copying, & Pasting; Find & Replace
- Creating Formulas, Naming Ranges
- Using Relative & Absolute Reference
- Conditional Formulas (IF Statements, VLOOKUP, etc.)
- More Complex formulas (Present Value, Loan Payments)
- Statistical Tools (Average, Rank, Sum, Variance, Regression)
- Organizing Worksheet Data (Sorts, Filters)
- Pivot Tables
- Charting Data
- Working with External Data (Importing Data from the Web)
- Goal Seek & Solver
- Using Macros

**Friday, April 25, 2014**

**12:00 pm - 3:00 pm**

**in Discovery Park B140**

**Presented by Jiyoung Kwon &  
Dr. Michael Nieswiadomy**

**THERE IS LIMITED ROOM**

RSVP to [sdadres@unt.edu](mailto:sdadres@unt.edu)

