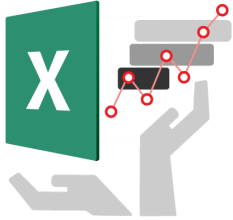# UNIT 3 Module 2 Communicate Data Clearly and Accurately

Communicate Data Clearly and Accurately

It's very important that when you're trying to communicate with data, you present it in a way that's both clear and accurate. Other people need to be able to grasp what it is you're presenting, and you can't sacrifice accuracy for aesthetics. In this module, you'll hear from Professor Haeger on her strategies for using Excel to communicate critical elements of your data most effectively. You'll have access to a workbook that shows Professor Haeger's examples, and you'll complete Part Two of the Unit 3 project, in which you construct an action plan to guide your efforts on the job.