



4 Courses

**Excel Skills for Business:  
Essentials**

**Excel Skills for Business:  
Intermediate I**

**Excel Skills for Business:  
Intermediate II**

**Excel Skills for Business:  
Advanced**



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**Manas Dubey**

has successfully completed the online, non-credit Specialization

## Excel Skills for Business

In this Specialization, learners develop advanced Excel Skills for Business. Upon completing the four courses in this Specialization, learners can design sophisticated spreadsheets, including professional dashboards, and perform complex calculations using advanced Excel features and techniques. Learners have acquired the skills to manage large datasets efficiently, extract meaningful information from datasets, present data and extract information effectively. In addition, learners have mastered the skills needed to validate data and prevent errors in spreadsheets, create automation, apply advanced formulas and conditional logic to help make decisions and create spreadsheets that help forecast and model data.

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The online specialization named in this certificate may draw on material from courses taught on-campus, but the included courses are not equivalent to on-campus courses. Participation in this online specialization does not constitute enrollment at this university. This certificate does not confer a University grade, course credit or degree, and it does not verify the identity of the learner.

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