



Intermediate Spreadsheet Modelling (17986)

This unit is about the skills and knowledge required by an IT user to select and use a wide range of advanced spreadsheet software tools and techniques to produce, present and check complex and non-routine spreadsheets. Spreadsheet software tools and techniques will be described as 'advanced' because: the range of data entry, manipulation and outputting techniques will be complex and non-routine; the tools, formulas and functions needed to analyse and interpret the required information require complex and non-routine knowledge and understanding (for example, data restrictions, data validation using formula, pivot tables, data maps); and the user will take full responsibility for setting up and developing the functionality of the spreadsheet

WHAT WILL I NEED?

All applicants must have an initial assessment and interview to confirm that the course is suitable for them.

Entry Requirements: Qualification check/BKSB IT L3, Maths L2, English L2

Please be prepared to provide your residency documents such as a passport, EU citizen ID card, UK Birth Certificate or Biometric Card. If you have been in the UK for less than 3 years or have entered the UK with a visa you will need to provide evidence that you are eligible to study in the UK - your visa, your biometric card that covers the duration of your course or any relevant home office documents to support your residency should all be provided. If you're an EU, EEA or Swiss citizen we will need to see evidence of 'Pre-Settled' or 'Settled-status' documents. Also for funding purposes we would need to see evidence of payslips if working (within the last 3 months). If you are receiving benefits (e.g JSA, ESA, Universal Credit (UC), Housing benefits etc. please provide evidence of this).

WHAT CAN I DO AFTER?

Upon successful completion of the course you can progress into further study in this area.

Start Date: 07 February 2023

Day: Tuesday

Time: 10:00-14:30

Venue: Enfield Centre