

## 2024-25 ACADEMIC COURSES

### BOS 284 : SPREADSHEET SOFTWARE APPS II

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In this course, students will learn advanced techniques using Microsoft Excel. Skills and concepts include working with named ranges and structured references, using auditing tools to analyze data, creating scenarios, creating data maps and pivot tables, creating and using macros, and using workbook protection. Group participation in solving complex formulas and functions is a required part this course. This is the second of two courses in spreadsheet applications. Level I Prerequisite: Academic Reading and Writing Levels of 6; Academic Math Level 2; BOS 184 minimum grade "C"

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Description	Hours
Credits	3
Lecture Hours	45
Clinical Hours	0
Lab Hours	0
Other Hours	0
Total Hours	45

Accurate as of 03/26/2025 Information is subject to change without notice.