



Tips & Tricks Bonus



Bonus Edition: Free Excel & PowerPoint Tutorials

IT department has found these FREE tutorials on Excel and PowerPoint.

These tutorials are go at your own pace, they also have video and text companions.

Excel



Learn how to create formulas and charts, use functions, format cells, and do more with your spreadsheets:

<https://edu.gcfglobal.org/en/excel/>

Learn these Excel tips and tricks so you can do more with this popular spreadsheet program:

<https://edu.gcfglobal.org/en/excel-tips/>

Learn how to create formulas to solve real-world problems:

<https://edu.gcfglobal.org/en/excelformulas/>

PowerPoint



Learn how to use themes and background styles, add pictures and clip art, modify charts and lists, and do more to create standout presentations:

<https://edu.gcfglobal.org/en/powerpoint/>

Learn these PowerPoint tips and tricks so you can do more:

<https://edu.gcfglobal.org/en/powerpoint-tips/>