



62-64 New Road  
Basingstoke  
Hampshire  
RG21 7PW

Tel: 01256 323223  
Fax: 0871 4335592



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# Lotus 1-2-3 for Windows Advanced

**Introduction** Lotus 1-2-3 is one of the world's best selling software packages, comprising spreadsheet, graphics and database functions. This latest release takes full advantage of the Windows environment.

**Objectives** To greatly extend existing Lotus 1-2-3 awareness. The knowledge gained will enable students to further develop specific models and applications.

**Designed for** Existing users of Lotus 1-2-3 for Windows. Participants should have either attended our "Lotus 1-2-3 for Windows Intermediate" course or attained a similar level of proficiency.

**Duration** One day

**Topics**

- Review of fundamental Lotus 1-2-3 concepts
- File Linking
- Referencing different sheets in the same spreadsheet file
- Referencing external spreadsheet files
- @ Functions
- Text handling
- Logical handling
- Date/time handling
- Database @ functions
- Statistical @ functions
- Lookup @ functions
- Modelling techniques
- Data tables and use of ranges
- Range names and Range Navigator
- Solver and Backsolver
- Version Manager
- Worksheet Security
- Protection of cells and worksheets
- Hiding cells and worksheets

**Follow-up** Lotus 1-2-3 for Windows Macros - 1 day

*Imagine what you'll know tomorrow...*

**For more information call**

**01256 323223**

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