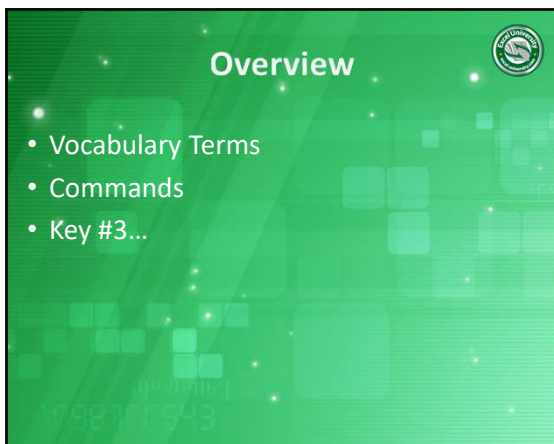


1



2



3

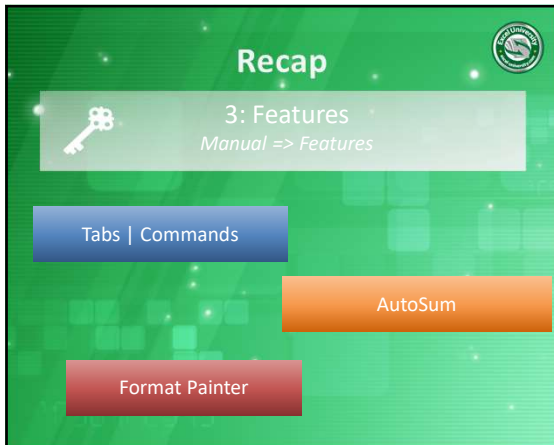


Key 3: Features

- Excel supports many users
 - Many Excel features
 - Organized like other Office applications
 - Put Excel to work for us

Lesson 3.xlsx *Feel free to work along
Pause video as desired*

4



Recap

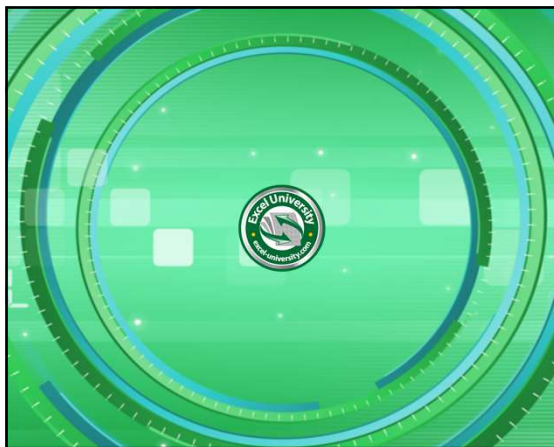
3: Features
Manual => Features

Tabs | Commands

AutoSum

Format Painter

5



6
