



EXECUTIVE BUSINESS SKILLS SUITE EXCEL FOR BUSINESS



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Nations is registered with the
National Accreditation Council
of Guyana.

ABOUT THE COURSE

In this course, learners will solve a broad range of business problems as they apply the Excel skills and techniques they learn along the way. Learning to confidently operate this software means adding a highly valuable asset to your employability portfolio. The course will use downloadable Excel workbooks and practical challenge exercises to practice your Excel skills while discovering new and useful productivity features of Excel for a variety of business contexts. This specialization is intended for anyone who seeks to develop one of the most critical and fundamental digital skills today.

THERE ARE 3 LEVELS OF EXCEL SKILLS FOR BUSINESS BEING OFFERED:

LEVEL 1 - EXCEL SKILLS FOR BUSINESS: ESSENTIALS

Entry Requirements: No entry requirements
Duration: 20 hours
Fees Payable to Nations:
Registration Fee: \$ 3,000
Course Fee: \$30,000

Payment to be made in full upon registration

LEVEL 2 - EXCEL SKILLS FOR BUSINESS: INTERMEDIATE

Entry Requirements: Certificate in Essentials or any other recognized IT Certificate
Duration: 30 hours
Fees Payable to Nations:
Registration Fee: \$ 3,000
Course Fee: \$45,000

Payment to be made in full upon registration

LEVEL 3 - EXCEL SKILLS FOR BUSINESS: ADVANCED

Entry Requirements: Certificate in Intermediate Level
Duration: 40 hours
Fees Payable to Nations:
Registration Fee: \$ 3,000
Course Fee: \$60,000

Payment to be made in full upon registration