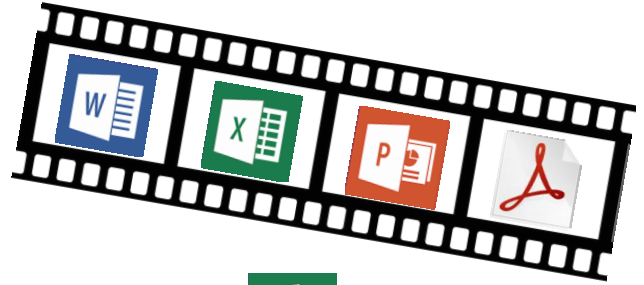# We "REELY" have some learning options for you.

Each month, the TLC will partner will Information Technology to offer a menu of options for you to learn about a specific program. **Featured training: Microsoft Excel**

90-minute workshop: Microsoft Excel: Essentials
In this session, come learn how to freeze panes, use conditional highlighting and learn to use basic formulas. This session will be demonstration with hands-on activities.
-Facilitated by Ken Wong and Michael Mohring.
10/2/2017, 2:00-3:00 p.m. (SRC 2030), COMPTR-0543-001

Ask an Expert session: (no registration required, walk-ins session)
Have questions about Microsoft Excel? Come to this drop-in session where you can get 1:1 answers to a variety of questions (specific or general).
-Facilitated by Ken Wong and Michael Mohring
10/5/2017, 2:00-3:00 p.m. (SRC 2030)

Did you know that Lynda.com provides free e-learning?

From certification courses to Excel Tips weekly, Lynda.com has something for everyone. If you don't have a Lynda.com account, click here to find out more and get started today.

What about some tips or tricks?

Don't have time for a class? Looking for a variety of Microsoft Office information on-demand? Try these bite-sized training options free at gcflearnfree.org (https://www.gcflearnfree.org/subjects/office/)

Have you seen the HELP feature?
Did you know that Microsoft Excel comes equipped with a convenient "HELP" tool. If you're using a PC, it's in the upper, right hand corner. If you're using a MAC, you can find it at the right-hand side of the menu. Once you access HELP, type in any keyword and search for answers/solutions to your specific need.