



OKLAHOMA
CareerTech

Badge Details

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| Name | 0153-MS Excel |
| Description | Multi-choice test that measures the ability to use MS Excel to maintain, organize, analyze and present numeric data. |
| Criteria | <p><i>Candidates receiving this certification will take an exam with the following criteria:</i></p> <p>The exam is composed of 12 questions.</p> <ul style="list-style-type: none">• Basics of MS Excel• Text and cell formatting• Managing multiple worksheets and workbooks• Mathematical and logical formulae• Conditional formatting and data validation• Charts and pivot tables• Review, track changes and comments |