



# Study Guide Mos Excel 2015 Exam

**Katrin Zwirglmaier**



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Women racial and ethnic minorities and individuals with disabilities face disparities in opportunities mentorship and inclusion

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organization Working with Formulas and Functions This part emphasizes using built in Excel functions for performing calculations summarizing data and manipulating text Creating Charts and Objects This section discusses how to create and format various types of charts and graphic elements as well as inserting and formatting objects such as images and shapes The guide concludes with practical exercises and sample questions to help reinforce the skills learned ensuring candidates are well prepared for the exam

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