

# MS Office learn and practice: Advanced

This is an in-person event

Date May 16, 2025

Time 10:30 am to 12:00 pm

Location Collaboratory

Event type [Collaboratory](#), [Technology classes](#)

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## Event overview

May 16, 2025

10:30 am to 12:00 pm

Knowledge of Microsoft Office is consistently in the top five requirements in job postings. Want to learn MS Office's most popular applications, Word and Excel? In these hands-on practice sessions, you can work through practice problems to gain the skills you need to use these applications.

In this session we will be focusing on Intermediate and advanced MS Office skills that are relevant to both Word and Excel. This class will be most beneficial to those already comfortable with the basics of MS Office.

- May 16: Advanced Word
- May 23: Intermediate/Advanced Excel
- May 30: Advanced Excel

Registration is recommended. Individual registration only. Dropping in will be permitted if space permits. Limit of 12 spaces.

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[Calendar](#)

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## Other Dates

[Friday, May 23, 2025 - 10:30 am](#)

[Friday, May 30, 2025 - 10:30 am](#)

## Next Events

Collaboratory

[Tech for tots](#)

**Saturday, April 19, 2025, 11:15 am to 12:15 pm**

[Go to event](#)

Gaming

[Family gaming](#)

**Saturday, April 19, 2025, 2:30 pm to 4:00 pm**

[Go to event](#)

Open door community hub

[Sunday open door community hub](#)

**Sunday, April 20, 2025, 1:00 pm to 4:00 pm**

[Go to event](#)

Immigrants and newcomers

[Immigrant seniors learning circle \(beginner/basic level\)](#)

**Tuesday, April 22, 2025, 1:00 pm to 2:30 pm**

[Go to event](#)

Teens and tweens

[Teen open space](#)

**Tuesday, April 22, 2025, 3:00 pm to 6:00 pm**

[Go to event](#)

Immigrants and newcomers

[English Corner \(in-person\)](#)

**Tuesday, April 22, 2025, 7:00 pm to 8:30 pm**

[Go to event](#)

Collaboratory

[TechConnect drop-in technology help](#)

**Tuesday, April 22, 2025, 7:00 pm to 8:30 pm**

[Go to event](#)

Open door community hub

[Wednesday open door community hub](#)

**Wednesday, April 23, 2025, 9:00 am to 12:00 pm**

[Go to event](#)

Seniors & tech

[Seniors' device clinic](#)

**Wednesday, April 23, 2025, 10:00 am to 11:30 am**

[Go to event](#)

Children

[Toddler storytime](#)

**Wednesday, April 23, 2025, 10:00 am to 10:30 am**

[Go to event](#)

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