

Data Processing Exercise II

Syllabus Number	INF-204
Elective	2 credit
SOTOME, Hiroko	

1. Course Description

The aim of this course is to help students acquire the necessary skills and knowledge of data processing on Microsoft Excel. This course deals with the basic concepts about a data processing. It is also enhances the developmaent of students' skill in calculation ,pivot table, and several kinds of graphs. Students taking this course need to have already learned the course named “Data Processing Exercise I”.