



**NCMOS.727 | Durasi: 3 (Tiga) Hari**

## Deskripsi

- Exam Track: **MOS 77-727**
- Biaya Training: **6.600.000 IDR**  
(Sudah termasuk biaya Exam)

## Outline Materi

- Create Worksheets and Workbooks
- Navigate in Worksheets and Workbooks
- Format Worksheets and Workbooks
- Customize Options and Views for Worksheets and Workbooks
- Configure Worksheets and Workbooks for Distribution
- Insert Data in Cells and Ranges
- Format Cells and Ranges
- Summarize and Organize Data
- Create and Manage Tables
- Manage Table Styles and Options
- Filter and Sort a Table

# Training Syllabus

- Summarize Data by Using Functions
- Perform Conditional Operations by Using Functions
- Format and Modify Text by Using Functions
- Create Charts
- Format Graphic Elements
- Insert and Format Objects