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Module Goals Successful candidates will be able to:

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spreadsheet content before  
finally printing  
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Download the Spreadsheets

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ECDL Extra builds on a



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learner's basic knowledge and experience to improve their understanding of computer applications including improving productivity using IT, word processing, spreadsheets and presentation software.

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unit Spreadsheet Software  
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uses a simple self-teach  
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up your knowledge of the  
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Learning objectives

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