



Course Information

Program Title	Excel Tips and Tricks
Location	History Colorado Center, 4th Floor Board Room, Denver, Colorado
Date	11/22/19
Start Time	15:00:00 MST
End Time	15:50:00 MST
Instructor(s)	<ul style="list-style-type: none"> ▪ Ashby Walters, Executive Director, TaxForward ▪ Ben Johnson, Independent Consultant
Field of Study	Specialized Knowledge and Applications
Type of Instruction / Delivery Method	Live Group
Prerequisites	Basic knowledge in MS Excel is recommended.
Advanced Preparation	None
Program Level	Intermediate
CPE Credit Hours	1.0 hours (based on a 50-minute hour)
CLE Credit Hours (applied)	0.0 hours (based on a 50-minute hour)
Price	This program is \$175 for current Future Tax Leaders members, government employees, and faculty and students of qualified accredited programs and \$300 for all others. 10% discount for groups of two or more from the same organization.
Complaint Resolution Policy	Questions, concerns, and complaints may be submitted to Info@FutureTaxLeaders.org .
Registration	https://national-conference-2019.eventbrite.com
Refund Policy	Refund available for cancellations made before November 14, 2019, or by Future Tax Leaders.

Course Description

This presentation is designed for anyone using Microsoft Excel on a regular basis to process and analyze large quantities of data. Attendees will learn advanced tips and tricks, such as hot keys, formulas, and best practices, that will make processing and analyzing data in Excel easier, faster, and more accurate.

CPE & CLE Compliance

Future Tax Leaders' CPE and CLE courses are designed to comply with Colorado State Board of Accountancy and NASBA CPE and Colorado Supreme Court CLE standards and the provider requirements outlined in sections 88.1 and 88.2 of the California Board of Accountancy Regulations. CPE and CLE courses are based on 50-minute credit hours. Participants must attend at least 50 minutes of a particular course to receive one (1) credit in that course. Participants are encouraged to confirm eligibility compliance with their jurisdiction. CLE hours represent the hours applied for and anticipated.