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The above organisation provides access to easy to follow online training. Excel 2013 is the spreadsheet application in the newest Microsoft Office suite. The tutorials show you how to use the powerful tools in Excel 2013 for organizing, visualizing, and calculating your data. Click on the links below to start. If you'd like more practice creating formulas, you may also want to check out their [Excel Formulas](#) tutorial!

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Sorting Data

Introduction

Custom sorting

Sorting levels

Organize your data by sorting it alphabetically, numerically, or by other criteria.

Filtering Data

Introduction

Advanced filtering

How to narrow down your data by adding one or more filters.

Groups and Subtotals

Introduction

Creating subtotals

Learn how to create subtotals and group columns or rows for easy viewing.

Tables

Introduction

Modifying tables

Find out how to insert and customize tables to organize your information.

Charts

Introduction

Chart layout and style

Other chart options

Learn how to visualize your data using Excel's wide selection of charts.

Sparklines

Introduction

Modifying sparklines

Changing the display range

More ways to visualize your data using miniature charts that appear inside cells.

Track Changes and Comments

Introduction

Reviewing changes

Comments

Get to know Excel's reviewing features, including Track Changes and Comments.

Finalizing and Protecting Workbooks

Introduction

Document Inspector

Protecting your workbook

Ways to prep and protect workbooks before sharing them with other people.

Conditional Formatting

Introduction

Conditional formatting presets

Learn how to add automatic formatting (such as color-coding) based on the cell's value.

PivotTables

Introduction

Pivoting data

Filters

PivotCharts

PivotTables (Part 1)

Ways to summarize your data by creating and customizing a PivotTable.

PivotTables (Part 2)

Make your PivotTables even more powerful by adding Filters, Slicers, and PivotCharts.

What-If Analysis

Introduction

Other types of what-If analysis

Learn to experiment and answer questions with your data, even when it's incomplete.

Extras

Excel 2013: Customizing the Ribbon

Excel 2013: Enabling Touch Mode

What are Reference Styles?

4 Free Alternatives to Microsoft Office

More Resources