

INFORMASIE TECHNOLOGIE

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ONLINE EXCEL TRAINING NOW AVAILABLE

If you want to brush up on your Excel skills, we have just the solution for you.

You can now do an online Excel course which covers all the content of Microsoft Office Excel 2019 needed to become internationally certified. It also aims to help with the navigation of Excel within the office 2019 and 365 environment.

*The course takes place over four days and there are fixed training periods you can choose from. **The next session takes place 24 to 27 August.***

The only prerequisites are that you are computer literate, you have a desktop or laptop, Office365 and an internet connection.

To enrol for the course, you can register on SUN-e-HR. Browse to my.sun.ac.za, click on the SUN-e-HR tab and log in with your sun account. After logging in, you can go to

Training and development-> Learner Home->Information Technology and the Excel course will show there.

As soon as you've registered StellieTech, the company responsible for the training will contact you. Their trainers will follow along with your training progress and assist you to make sure you are on track throughout the programme.

The training material that will be covered is exactly the same as the material covered in StellieTech training centres. All aligned to the global industry standard and internationally accredited certification. On the platform, you will find their pre-assessments, training videos, practice simulations, post-assessments, and downloadable workbooks & follow along files. Everything is clearly laid out in the platform and very user friendly.

More detailed information on the [Excel-course](#).

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