



BROWARD COLLEGE

The City of Lauderdale Lakes has joined forces with Broward College thru the Broward Up movement in offering courses that would lead to better employment opportunities. You are allowed to take one free course and obtain a certificate of completion at the end.

Introduction to Project Management

This is hands on introductory course where you will gain working understanding of the Project Management process and project lifecycle.

MS Excel Data Analysis

This course will give students the capability to learn the correct application of the principle features of Excel including creating and editing workbook. Learn to prepare performance charts, sales invoices, and data-entry logs.

Introduction to Microsoft Excel

Learn to create and format worksheets, formulas, tables present data with charts, import and export data, analyze data using pivot tables and more.

**All classes will be held at
Lauderdale Lakes Educational and Cultural Center
3580 West Oakland Park Blvd, 2nd Floor Computer Lab
Lauderdale Lakes, FL 33311**

FREE REGISTRATION

**EMAIL BUSINESSFIRST @ LAUDERDALELAKES.ORG OR
CALL 954-535-2492 TO REGISTER**

This program is sponsored by State of Florida, Department of Economic Opportunity in partnership with Broward College and the City of Lauderdale Lakes. | © Broward College does not discriminate on the basis of race, color, sex, gender, national origin, religion, age, disability, marital status, sexual orientation, genetic information or other legally protected classification in its programs and activities.

2020 UPCOMING COURSES

MS EXCEL DATA ANALYSIS

February 27, 2020

9:00 a.m.—4:00 p.m.

INTRODUCTION TO PROJECT MANAGE- MENT

April 6, 2020

9:00 a.m.—4:00 p.m.

INTRODUCTION TO MICROSOFT EXCEL

May 13, 2020

9:00 a.m.—4:00 p.m.

**BROWARD
COLLEGE**

BrowardUP™
— ADHERE UNLIMITED POTENTIAL —

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FLORIDA DEPARTMENT OF
ECONOMIC OPPORTUNITY