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SOUTHERN STATE COMMUNITY COLLEGE PRESS RELEASE



SSCC to Offer Microsoft Excel Training to Boost Workforce Skills

Southern State Community College is excited to offer Microsoft Excel training on August 4th at the Brown County location in Mt. Orab and again on August 5th at the Central Campus in Hillsboro.

Aimed at helping individuals and professionals strengthen their digital and data management skills, the training modules will be divided into two sessions, a basic session held each day from 8 a.m. – 12 noon and an advanced session offered each day from 1-5 p.m.

The basic session, designed for beginners and those looking to refresh their skills, will cover interface navigation, formatting essentials, data entry, creating address lists, and more.

The advanced session, designed for users who are already comfortable with the basics, will cover mail merge functions, formatting, formulas, charts, pivot tables, and data analysis tools.

Teaching the course is Kara Juillerat. Kara holds a bachelor's degree in organizational studies from Northern Kentucky University, a master's degree in education administration from Xavier University, and a Computer Science teaching license for grades 7-12, as well as certifications in Microsoft Office Specialist and Google Suite Specialist. She has over 20 years of experience teaching technology courses.

At the end of the class, participants will receive a certificate of completion.

This program is part of Southern State's ongoing commitment to workforce development and lifelong learning.

“Excel is an in-demand skill across many industries,” said Amy McClellan, Executive Director of Workforce Development at Southern State Community College. “This training is a great opportunity for job seekers, working professionals, and students to enhance their knowledge of Excel and to gain a competitive edge in today’s data-driven job market.”

Registration is open now through Friday, July 25. The cost is \$40 per class. Space is limited, so hurry and reserve your seat today.

For more information or to register, visit <https://www.sccc.edu/academics/short-term-training/excel-training.shtml> or call Amanda Lewis at 937-393-3431, Ext. 3520.

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