

Adult Learning

Excel For Beginners

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FREE Online course
Starts

Tuesday 6th October 2026
for 3 weeks
10:00 – 12:00 pm

Led by our fully qualified
Digital Skills tutor

This course introduces you to basic Excel techniques. You will learn how to create, open and save a workbook as well as enter data and apply formatting to change the appearance of a spreadsheet. How to use simple functions and formulae and how to prepare a spreadsheet for printing.

ENROL NOW!

Enrolments available from 3rd August 2026

To book a place please visit our website at: adultlearningcumbria.org
Search under the heading "Digital", 'Beginners Excel. You can then complete an online enrolment form. Or speak to one of the Penrith Adult Learning Team on **07468709606** or email penrithadultlearning@westmorlandandfurness.gov.uk



Westmorland
& Furness
Council

Working for Cumberland Council and
Westmorland & Furness Council