

## Course Descriptions NonDegree 2020-2021

Course Title Spreadsheets

Course Code EBS2039

ECTS Credits 4,0

Assessment Whole/Half Grades

Period	Start	End	Mon	Tue	Wed	Thu	Fri
6	14-6-2021	25-6-2021	C				

Level Introductory

Coordinator Marc van Ekert For more information:m.vanekert@maastrichtuniversity.nl

Language of instruction English

Goals get acquainted with basic MS-Excel functions and apply them to every day business problems  
- learn how to use the advanced functions of MS-Excel to solve every day business problems

Description In this skills training the application of spreadsheets models on examples of business problems will be the main issue. Spreadsheets programs provide end-users with an easy to use facility for solving all kinds of problems in the business domain, e.g. accounting tasks, production planning and so forth. The focus in this skills training will be on using the 'built-in' functionality of spread-sheet packages to solve every day business problems.

Note: information about examination methods:

- Assignments during this skill
- Final assignment at the end of the course

Literature compendium

Prerequisites None, the course can be attended by anyone who has an interest in spreadsheets. No prior knowledge of MS-Excel is necessary.  
An advanced level of English

Teaching methods PBL / Lecture / Assignment / Groupwork / Skills

Assessment methods Attendance / Assignment

Evaluation in previous academic year For the complete evaluation of this course please click <http://iwio-sbe.maastrichtuniversity.nl/rapporten.asp?referrer=codeUM>

This course belongs to the following programme / specialisation

Bachelor Economics and Business Economics - Economics	Year 2 Elective Skill(s)
Bachelor Economics and Business Economics - Economics and Management of Information	Year 2 Elective Skill(s)
Bachelor Economics and Business Economics - International Business Economics	Year 2 Elective Skill(s)
Bachelor Fiscal Economics	Year 2 Elective Skill(s)
Bachelor International Business	Year 2 Elective Skill(s)
SBE Exchange Bachelor	Bachelor Exchange Skills
SBE Exchange Master	Bachelor Exchange Skills
SBE Non Degree Courses	Bachelor Skills