# Excel-Course ICT4

Go to <https://www.gcflearnfree.org/excel2016/> and work on the following topics:

### Relative and absolute Cell references

1. Follow lesson 15, watch the video and download the [practice workbook](https://media.gcflearnfree.org/content/5637a999927fb014d03fa1b9_11_02_2015/excel2016_cellreferences_practice.xlsx).
2. Do the challenge at the bottom of the webpage and save your file named 15\_yourName to the O365-teams.
3. Wrap up: what is the difference between relative and absolute references?

### Functions

1. Follow lesson 16, watch the video and download the [practice workbook](https://media.gcflearnfree.org/content/563b7aa7ca7fac0d9c7b3f7a_11_05_2015/excel2016_functions_practice.xlsx).
2. Do the challenge at the bottom of the webpage and save your file named as 16\_yourName to the O365-teams.
3. Given the data values 2, 4, 5, 5, 6, 8, 9, 9, 10 calculate the median using an Excel function.

Median:

### Basic tips for working with data & freezing rows or columns

1. Follow lesson 17 and 18, watch the video and download the [practice workbook](https://media.gcflearnfree.org/content/561fbc87287fc10e146dbf44_10_15_2015/excel2016_freezepanes_practice.xlsx)
2. Do the challenge at the bottom of the webpage and save your file named as 18\_yourName to the O365-teams.

### Charts

1. Follow lesson 23, watch the video and download the [practice workbook](https://media.gcflearnfree.org/content/563ba214ca7fac0d9c7b3f7d_11_05_2015/excel2016_charts_practice.xlsx).
2. Do the challenge at the bottom of the webpage and save your file named 23\_yourName to the O365-teams.

### Finished?

Choose another topic which seems interesting and do the exercises.