



**THE INSTITUTE OF
Company Secretaries of India**
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament

NORTHERN
INDIA
REGIONAL
COUNCIL



Workshop on **Unexplored Power of Microsoft Excel**

Coverage:

- Excel Essentials - Daily Time saver
- Conditional Formatting & Smart Views
- Data Management/Filtering
- Formulas/Functions
- Pivot Table & Charts
- Misc Tips

Guest Speaker:

CS Vijay Agarwal

on

Saturday, 28th May, 2016

(Registration starts at 9.00 AM)

from

10.00 am to 5.00 pm

at

Auditorium, ICSI-NIRC Building,
4, Prasad Nagar Institutional Area, New Delhi

Fee:

Rs.500/- per delegate (Inclusive of Service Tax)

Online Payment Facility Available

FREE FOR MEMBERS OF YUVA CORPORATE MEMBERSHIP SCHEME OF NIRC

PROGRAM CREDIT HOURS: 04

Registration:

In order to make necessary arrangements, **Maximum seats will be restricted to 125**. Members are requested to deposit the requisite fee well in advance with NIRC-ICSI, 4, Prasad Nagar Institutional Area, New Delhi. The fee may be paid online by visiting www.icsi.edu/niro or through cash/cheque in favour of NIRC of ICSI which may be deposited at NIRC-ICSI Office. Tel.:+91-11-49343000, E-mail: niro@icsi.edu

MEMBERS ARE REQUESTED TO PARTICIPATE IN LARGE NUMBERS

MEMBERS ARE REQUESTED TO CARRY YOUR FULLY CHARGED LAPTOP TO TAKE THE FULL ADVANTAGE OF THE WORKSHOP.

With best regards,

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Chairman, NIRC

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