

## K2's Excel Magic Part IV

Take your Excel productivity and efficiency to a new level by learning how use Excel's formulas to turbocharge your Excel workbooks. After you complete this session and implement the tips you learn in it, your Excel productivity will be at levels you may have never thought possible.

### Learning Objectives

Upon completing this session, you should be able to:

- Use Relative, Absolute and Mixed Address Formulas
- Work with the Formula
- Automate your Excel workbooks with Date Arithmetic
- Understand how to use IF statements to add logic to your workbooks
- Quickly summarize data with the SUBTOTAL function

**CCH iFirm** is an online solution that will help you run a better business and keep your staff and clients connected and happy. Join us for this informative webinar to learn how CCH iFirm can help you elevate the quality, accuracy, and efficiency of your firm's work

### Learning Objectives

Upon completing this session, you will recognize the benefits of CCH iFirm which include:

- Collaborate with staff in an organized, efficient, and intuitive online platform
- Easily track and manage deadlines, job status, invoices, missing items, important dates to remember, and important questions to ask
- Streamline your workflows
- Monitor and optimize WIP
- Strategically increase your team's efficiency and your firm's profitability by analyzing the built-in reporting features
- Review your staff's performance and easily identify improvement and training opportunities
- Improve your business relationships

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