# Excel 2010: Advanced, MOS Edition

## Topic-Level Outline

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**Days:** 1

**Prerequisites:** *Excel 2010: Intermediate or equivalent experience*

**Unit 1: Logical and statistical functions**
- **Topic A:** Logical functions
- **Topic B:** Math and statistical functions

**Unit 2: Financial and date functions**
- **Topic A:** Financial functions
- **Topic B:** Date and time functions
- **Topic C:** Array formulas
- **Topic D:** Displaying and printing formulas

**Unit 3: Lookups and data tables**
- **Topic A:** Using lookup functions
- **Topic B:** Using MATCH and INDEX
- **Topic C:** Creating data tables

**Unit 4: Advanced data management**
- **Topic A:** Validating cell entries
- **Topic B:** Exploring database functions

**Unit 5: Exporting and importing**
- **Topic A:** Exporting and importing text files
- **Topic B:** Exporting and importing XML data
- **Topic C:** Getting external data

**Unit 6: Analytical tools**
- **Topic A:** Goal Seek and Solver
- **Topic B:** The Analysis ToolPak
- **Topic C:** Scenarios

**Unit 7: Macros and custom functions**
- **Topic A:** Running and recording a macro
- **Topic B:** Working with VBA code
- **Topic C:** Creating functions