



# Course Competency Report by Code

Code: C268

## Spreadsheets (C268)

Course of Study: C268 - Spreadsheets  
Course Level: Undergraduate  
Course Division: Lower Division Major  
Discipline: Business – IT  
Course Type:  
Department: Business

COMPETENCY #	COMPETENCY NAME	COMPETENCY TEXT
3024.1.1	Build Effective Spreadsheet Models	The graduate creates functional, formatted spreadsheets using appropriate spreadsheet functions and formulas to solve business problems.
3024.1.2	Presenting Data Graphically	The graduate creates charts to present spreadsheet data for use in a professional setting.
3024.1.3	Solving Business Problems with Spreadsheets	The graduate demonstrates proficiency in using spreadsheet software to analyze business problems.