



Hello and welcome to Excel!

I am excited to be your teacher for Excel this Winter semester - and hope you are equally excited about taking this course.

No matter where you are in your learning journey with the Excel program you should be able to complete this course. This is a fully online course with no face-to-face meetings. Between your textbook and Brightspace you should be able to complete the assignments. I am always happy to communicate over email, text, phone call or zoom. My contact info is below.

The required textbook is:

Microsoft Office 365 Excel 2021 – Comprehensive

The Shelly Cashman Series

Print Book: 9780357676974

eBook (Through Bookstore): 9780357677001

eBook (Through Cengage.com): 9780357677384

Your Syllabus has the Modules outlined in more detail, important dates you should be aware of throughout the semester and resources if you need IT support.

If any questions arise, please do not hesitate to email me through email, call or text. I am always happy to help.

I look forward to our Winter semester together.

Sincerely,

Meghan Tomaskovic

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