Mahidol University
Faculty of Information and Communication Technology

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Seminar / Training News

ICT Mahidol organized a practical training program titled "Excel, PowerPoint & Canva 101: Unlocking the Door to the Working World"

On July 20 – 21, 2023, the Faculty of Information and Communication Technology, Mahidol University (ICT Mahidol), organized a practical training program titled "Excel, PowerPoint & Canva 101: Unlocking the Door to the Working World". On this occasion, Mr. Patipat Chewprecha, Computer Technical Officer from Information and Systems Division, as well as Miss Sirirat Wittayakunsatid, Audio-Visual Technical Officer from Audio Visual and Digital Learning Media Development Division, served as the keynote speakers who share their knowledge about Microsoft Excel, Microsoft PowerPoint, and Canva Platform. The training took place in Room MAI 2, 1st floor, the Faculty of ICT, Mahidol University, Salaya, and had a total of 10 participants.

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The objective of the training, "Excel, PowerPoint & Canva 101: Unlocking the Door to the Working World" was to equip participants with the skills to effectively use Microsoft Excel 365 for managing various data sets. This included handling worksheets and workbooks, customizing cells, using formulas for calculations, creating and customizing tables, presenting data with different graphical formats, summarizing data using Pivot Tables, presenting data with Pivot Charts, managing data sets with Power Query. Additionally, it aimed to provide knowledge on using the Canva platform for basic graphic design tasks. These tasks included creating presentations from pre-designed templates, adding animations to presentations, incorporating media into slides, creating animated elements, and utilizing additional techniques and features.

Source: https://www.ict.mahidol.ac.th/excel-canva-101/