

# Registration Form

**April 28, 2023**

**#9066**

**Working With Excel Pivot Tables & Charts**

**Location:**  
**Butler County Community College**  
**Main Campus**  
107 College Drive  
(Con – Education Building, Room 14)  
Butler, PA 16002  
**Butler County**

*One Registration per person please!*

**Please provide the best contact information in case of class cancellation or changes.**

Attendee Name: \_\_\_\_\_

PA DEP Client ID (if applicable): \_\_\_\_\_ Attendee E-Mail: \_\_\_\_\_

System/Company: \_\_\_\_\_

Attendee Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Address:  Home  
 System/Company \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## **PAYMENT:**

Check (payable to PRWA)

**PRWA Member?**  Yes  No

Invoice Me:  Home  System/Company

***For security reasons, all credit card transactions must be processed through our website.***

***If you prefer to pay via credit card, please visit [www.prwa.com](http://www.prwa.com).***

### **Attendance cost per person:**

\$155 for PRWA Members

\$190 for Non-Members

Amount Due:

\$ \_\_\_\_\_

## **THE PRWA PROMISE**

If you're not 100% satisfied with the training class for any reason, we will give you a refund!

**[WWW.PRWA.COM/PROMISE](http://WWW.PRWA.COM/PROMISE)**

## **To register by FAX or MAIL:**

**FAX:** (814) 353-9341

**MAIL:** 138 W. Bishop St., Bellefonte PA 16823

**EMAIL:** [TRAINING@PRWA.COM](mailto:TRAINING@PRWA.COM)

EMAILING REGISTRATIONS: EMAIL IS INHERENTLY INSECURE. CREDIT CARD INFORMATION SHOULD NOT BE EMAILED OR SEND IN AN ATTACHMENT.

## **Questions?**

Call (800) 653-7792 ext. 107 or 108

**#9066**

# **Working With Excel Pivot Tables & Charts**

**4 WATER AND WASTEWATER CONTACT HOURS**

Learn how to organize, analyze, sort, summarize, and find patterns in your data in just seconds. With the simple change of a field's location you can quickly set your data to track inventory, determine total sales by salesperson, view sales by month vs. the full year, and so much more. These Excel features will provide you with a critical advantage to make precise and quick decisions.

## **Topics to be covered:**

- Using Pivot Tables & Charts
- Preventing Data with Pivot Charts
- Analyzing Pivot tables and Data using Timelines

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PRSRT STD  
U.S. POSTAGE  
PAID  
BELLEFONTE, PA  
PERMIT NO. 196

**Class Time:** 8:00 am - 1:30 pm

**Registration:** 7:30 am

*Lunch and materials provided with your  
registration*



**Instructor:**  
**Donna Kuzemka**

Donna has over thirty years of experience in designing & developing computer training curriculum for individuals as well as businesses. As a Training Manager for a major technology sales organization, she was responsible for working with individuals, as well as corporate clients, to ensure smooth transitions to various application upgrades. Her business practice and application knowledge allow her to quickly customize training delivery, ensuring that participants get the most from their time together and learn to work “smarter, not harder” when they have completed the training.

**pa rural water**  
*Association*

138 West Bishop Street  
Bellefonte, PA 16823  
800-653-7792

[WWW.PRWA.COM](http://WWW.PRWA.COM)

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