

---

## MBA Preparation Toolkit

These resources will be helpful for those who need to brush up on basic Algebra skills and Excel applications:

For **Algebra review**, study the attached pdf document, “Step by Step Business Math Review” by Jin W. Choi.

---

For **Excel skills**, follow the links below for a two-party post titled, “The Skill Set That Exceeds the Value of an MBA”

- Part I: <http://www.mojo40.com/the-skill-set-that-exceeds-the-value-of-an-mba/>
- Part II: <http://www.mojo40.com/dont-pull-a-lance-armstrong-with-your-excel-skills/>

Below is a helpful website with every Excel financial function. Click on the individual function, and you will be given an in-depth explanation. These functions will be particularly useful in your spring semester Global Financial Management course:

- <http://www.excelfunctions.net/Excel-Financial-Functions.html>

---

Also, you might find useful the following site to get a basic understanding of all areas of **Business** as needed:

- <http://www.quickmba.com>