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Enhanced Microsoft Excel 2013: Comprehensive (Microsoft Office 2013 Enhanced Editions)

Synopsis

NOTE:Â This book DOES NOT contain an Access Code.Introduce students to the latest advantages that Microsoft Excel has to offer with this new book in the next generation of the Shelly Cashman Series. For three decades, the Shelly Cashman Series has effectively introduced essential computer skills to millions of students. ENHANCED MICROSOFT EXCEL 2013: COMPREHENSIVE continues this history of innovation with enhanced pedagogy to accommodate the varied learning styles of today's students. New features are specifically designed to engage students, improve retention, and prepare them for future success. A trademark step-by-step, screen-by-screen approach now encourages students to expand their understanding of Excel 2013 through experimentation, critical thought, and personalization. New labs integrate cloud and web technologies with Excel while other enhancements ensure this Shelly Cashman Series book delivers the most effective Excel introduction for your students.

Book Information

Series: Microsoft Office 2013 Enhanced Editions

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Product Dimensions: 10.8 x 8.4 x 1.3 inches

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Average Customer Review: 3.7 out of 5 stars   9 customer reviews

Best Sellers Rank: #312,323 in Books (See Top 100 in Books)   #44 inÂ Books > Business & Money > Processes & Infrastructure > Office Equipment & Supplies   #97 inÂ Books > Business & Money > Processes & Infrastructure > Office Automation   #184 inÂ Books > Computers & Technology > Software > Microsoft > Microsoft Excel

Customer Reviews

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rationale, the text explains what you will be doing and how you can most effectively accomplish each task.   Step-by-step approach helps you retain & apply skills.   You have the explanatory and navigational information you need when you need to know it. This approach helps you recall and apply these skills in your personal and professional lives.   Preparing you to solve real business problems.   Consider This boxes prompt you to create your own solutions. In addition, every assignment ends with a question that requires your personal thoughts and opinions.

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Steven M. Freund attended the University of Central Florida and serves as a leader instructor of various Microsoft Office, computer concepts, programming, and Internet technology courses throughout Central Florida. An integral author for the successful Shelly Cashman Series since 2001, he has presented at the annual customer conference, the Shelly Cashman Series Institute, as well as other customer events. Mr. Freund has co-authored multiple editions of DISCOVERING COMPUTERS, Mozilla Firefox, Windows Internet Explorer, Windows, Office, and Dreamweaver books. He has also written numerous successful instructor supplements.Mali B. Jones has more than 20 years of editorial, instructional and support experience in the field of computer and information technology. She has been associated with the Shelly Cashman Series for nearly 10 years, providing editorial, authoring, and product management services.Joy L. Starks is a Professor

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Nice

The book is for the class, and it worked really well. Thanks.

Amazing quality. Was going to return because I ended up not needing it for my class, but I loved having the book in hand.

Well worth the money. Easy to follow instructions.

Good info. Very useful for computer operations.

typos and skipped directions

As described! Thanks!

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