



Microsoft Excel for beginners /

Web Wise Seniors, Inc.,
2008

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Monografía

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Título: Microsoft Excel for beginners by Web Wise Seniors

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Descripción física: 1 online resource (vii, x, 307 pages (large print) illustrations)

Nota general: "Office 2007"--Cover

Contenido: Ch. 1. Let's get started! -- ch. 2. Entering data! -- ch. 3. Copying and pasting! -- ch. 4. Formulas and calculations! -- ch. 5. Saving, opening, and closing! -- ch. 6. Formatting cell data! -- ch. 7. Resizing rows and columns! -- ch. 8. Worksheets! -- ch. 9. Toolbars! -- ch. 10. Practice entering and formatting data! -- ch. 11. Filling in and repeating data! -- ch. 12. Linking worksheets! -- ch. 13. Inserting and deleting rows and columns! -- ch. 14. Hiding data! -- ch. 15. Printing!

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Materia Título preferido: Microsoft Excel (Computer file) Microsoft Excel (Computer file)

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