
Microsoft Office 2013 Beskeen 9781285928029

Microsoft® Office 2013

Microsoft Office 2013 for Medical Professionals Illustrated

Microsoft Office 2013: Illustrated Introductory, First Course, Spiral bound Version

Microsoft® Office 2013

Microsoft Office 2013 Illustrated

Enhanced Microsoft Office 2013: Illustrated Introductory, First Course

Enhanced Microsoft Office 2013

Enhanced Computer Concepts and Microsoft Office 2013 Illustrated

Microsoft Office 2013

Microsoft Office 2013: Illustrated, Second Course

Enhanced Computer Concepts and Microsoft Office 2013 Illustrated

Computer Concepts and Microsoft Office 2013: Illustrated

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Microsoft® Office 2013 Cengage
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Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series engages both computer rookies and hot shots in mastering Microsoft Office 2013 applications quickly and efficiently. Skills are accessible and easy-to-follow thanks to the Illustrated Series' hallmark 2-page layout, which allows students to see an entire task in one view. New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what students should see on their own computers. Each unit begins with a brief overview of the principles of the lesson, and introduces a case study for further application.

Microsoft Office 2013 for Medical
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Engage both computer rookies and hot

shots in mastering Microsoft Office 2013 applications quickly and efficiently with the acclaimed Illustrated Series' newest book: ENHANCED MICROSOFT OFFICE 2013: ILLUSTRATED INTRODUCTORY, FIRST COURSE. Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series incorporates a hallmark two-page layout that allows readers to see an entire task in one view. Skills are accessible and easy-to-follow with new Learning Outcomes that outline the skills covered in each lesson and larger full-color screen images that reflect exactly what readers should see on their own computers. Each unit begins with a brief overview of the principles of the lesson and introduces a case study for further application. The Enhanced Edition includes a new Student Success Guide that not only helps students prepare for success in their class, but also guides them through the use of OneNote to facilitate that. The Enhanced Edition also features new and updated appendixes that offer a variety of opportunities to

explore cloud computing and other developing applications in more depth. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Microsoft Office 2013: Illustrated Introductory, First Course, Spiral bound Version

Cengage Learning Present the computer concepts and Microsoft Office 2013 skills perfect for your Introduction to Computing course with the latest ENHANCED COMPUTER CONCEPTS AND MICROSOFT OFFICE 2013 ILLUSTRATED. This all-in-one book makes the computer concepts and skills your students need to know easily accessible. Key application skills are clearly demonstrated using the user-friendly two-page spread found in the popular Microsoft Office 2013 Illustrated Introductory, First Course. Today's most up-to-date technology developments and concepts are clarified using the distinctive step-by-step approach from the Computer Concepts Illustrated Brief book. This edition highlights updated Office 365 content with Integrated Applications Projects and a Student Success Guide. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Microsoft® Office 2013 Cengage Learning

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each lesson, and larger full-color screens represent exactly what students should see on their own computers. Each unit begins with a brief overview of the principles of the lesson, and introduces a case study for further application.

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Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series engages both computer rookies and hot shots in mastering MICROSOFT OFFICE 2013 applications quickly and efficiently. Skills

are accessible and easy-to-follow thanks to the Illustrated Series' hallmark 2-page layout, which allows students to see an entire task in one view. New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what students should see on their own computers. Each unit begins with a brief overview of the principles of the lesson, and introduces a case study for further application. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Enhanced Microsoft Office 2013

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Everything you need for your Introduction to Computing course! COMPUTER CONCEPTS AND MICROSOFT OFFICE 2013 ILLUSTRATED delivers the most up-to-date computer concepts and Microsoft Office 2013 skills in an accessible, easy-to-follow format. The Illustrated Series has been praised by instructors for its concise, focused approach and user-friendly layout, which engages both computer rookies and hot shots in mastering application skills and computer concepts quickly and efficiently. Thanks to the Illustrated Series' hallmark 2-page layout, each task is presented in a single view, enabling students to work through an entire process without turning a page. New Learning Outcomes outline the skills covered in each lesson, and larger

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