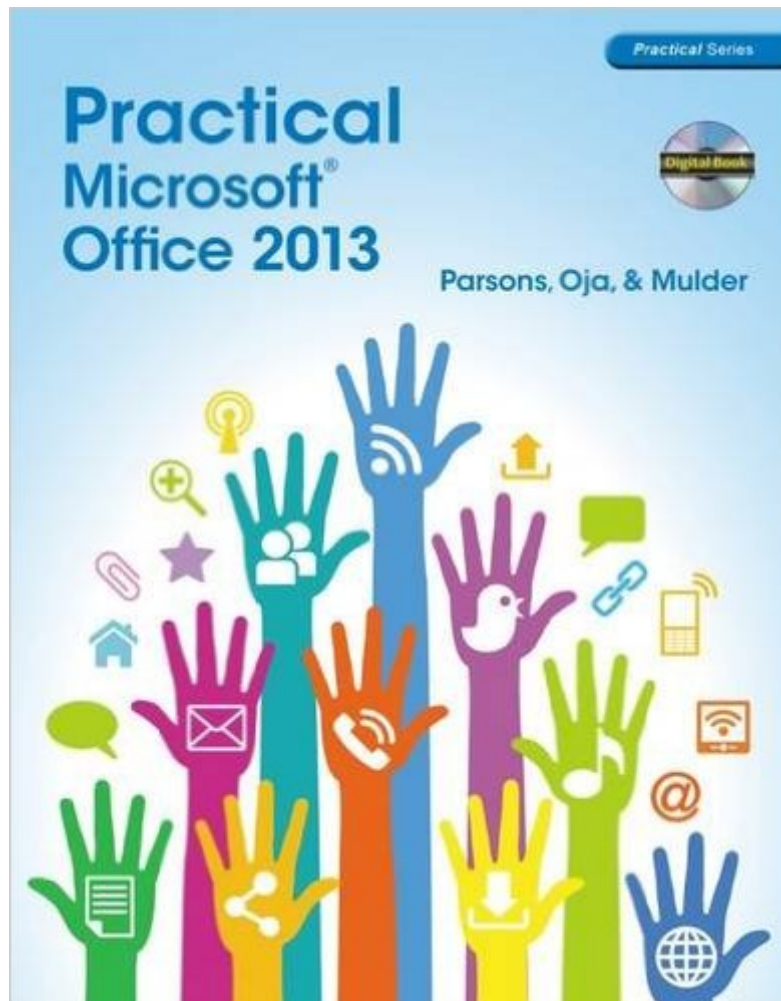


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Practical Microsoft Office 2013 (with CD-ROM) (New Perspectives)



Synopsis

PRACTICAL MICROSOFT OFFICE 2013 provides clear instruction on the basics of the Microsoft Office 2013 suite. Concise lessons within each chapter, usually one page in length, are presented in an appealing Frequently Asked Questions format and include full-color screenshots or diagrams. This textbook comes with a robust BookOnCD, which is a digital version of the textbook that brings the book to life with videos, animated diagrams, software tours, and assessment opportunities that can be graded and tracked. Students are given the opportunity to get plenty of practice with 30 projects in the back of the book.

Book Information

Series: New Perspectives

Paperback: 272 pages

Publisher: Cengage Learning; 1 edition (September 3, 2013)

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ISBN-10: 1285075994

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Product Dimensions: 10.7 x 8.4 x 0.5 inches

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I ordered the book used. the cd was damaged beyond repair but i didn't need it. the book has a lot of good information.

I ordered the book and it didn't come with the cd rom. That was the biggest component needed for my class.

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Excellent resource tool. Quick and easy to follow

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