



Behind the Screen with Ubuntu and LibreOffice (Paperback)

By Steve Hayes

Lulu.com, United Kingdom, 2012. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.Can you: Tell a Gigahertz from a Megabyte? Tell a titlebar from a toolbar? Install and use free open-source programs? Organise and back up your files? Swap two names everywhere in a document? Make a table of contents in 30 seconds? Work with dates and times in a spreadsheet? Draw and adjust pictures in a document? Send out 100 letters in a morning? Learn how to do these things and much, much more. This aims to be the only computer book many people will need. Simple hands-on exercises show you how to work with Ubuntu and LibreOffice Writer and Calc - demonstrating concepts and explaining jargon. You ll learn a bit about the computer itself so you understand it and it s not so scary. Exorcise your computer fears without breaking the bank or your bookshelf. Other versions of this book are available covering Windows XP LibreOffice, Windows XP MS Office 2003 and Windows 7 Office 2010.



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