



Excel 2010: The Basics (Paperback)

By III Luther M Maddy, Luther M Maddy III

Createspace, United States, 2012. Paperback. Book Condition: New. 279 x 216 mm. Language: English . Brand New Book ***** Print on Demand *****.Designed to increase the productivity of MS Excel users, Excel 2010: The Basics course will give you a firm grasp of the essentials. Productivity in Automation workbooks are designed to help you learn by doing. After completing the lessons you can continue to use this book as a reference. In this course you will learn: Creating and Saving Workbooks Create and Edit Formulas Copy and move data and formulas Format and Print Workbooks Create and Enhance Charts.



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