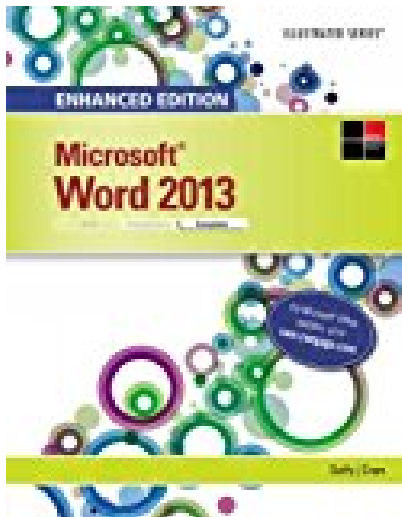


Enhanced Microsoft Word 2013 Illustrated Complete Microsoft Office 2013 Enhanced Editions



BOOK DETAILS

- Author : Jennifer Duffy
- Pages : 400 Pages
- Publisher : Course Technology
- Language : English
- ISBN : 1305575369

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BOOK SYNOPSIS

Both computer rookies and hot shots can master Microsoft Word 2013 quickly and efficiently with this new book in the acclaimed Illustrated Series - ENHANCED MICROSOFT WORD 2013: ILLUSTRATED COMPLETE. Using a concise, focused approach and user-friendly format, the Illustrated Series provides a hallmark two-page layout that allows readers to work through an entire task without turning the page. Skills are accessible and easy to follow with new Learning Outcomes that outline the skills covered in each lesson, and larger full-color screens that preview what readers should see on their own computers. New and updated appendixes explore cloud computing and other developments in more depth. Readers strengthen their understanding of the latest features in MS Word 2013 for ongoing success. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

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