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# <u>Irk Performing With Ms Office Xp Advanced And Comprehensive</u>

Iris Blanc, Cathy Vento

## Irk Performing With Ms Office Xp Advanced And Comprehensive:

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Performing with Projects for the **Entrepreneur** Iris Blanc, Cathy Vento, 2003-10 This workbook provides projects that require the creation of a variety of different documents for a new business Microsoft Office XP Pasewark and Pasewark Staff, 2001-09 XP William R. Pasewark, 2002 Part of the South Western Computer Education Series this text includes features that make learning easy and enjoyable yet challenging for learners The text includes a wide range of learning experiences from activities with one or two commands to simulations and case studies that challenge and sharpen learners problem solving skills This book is ideal for computer courses with learners who have varying abilities and previous computer experiences The book covers Office XP Basics and the Internet Word Excel Access PowerPoint Outlook Publisher and FrontPage

Mastering and Using Microsoft Word 2002 H. Albert Napier, Philip J. Judd, Ollie Rivers, 2001 With over 50 years of combined experience as both academics and corporate trainers Al Napier and Phil Judd have developed a proven approach to mastering and using application software Through a realistic case approach numerous business profiles and coverage of MOUS certification objectives students gain the skills necessary to compete in today s ever evolving business world

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