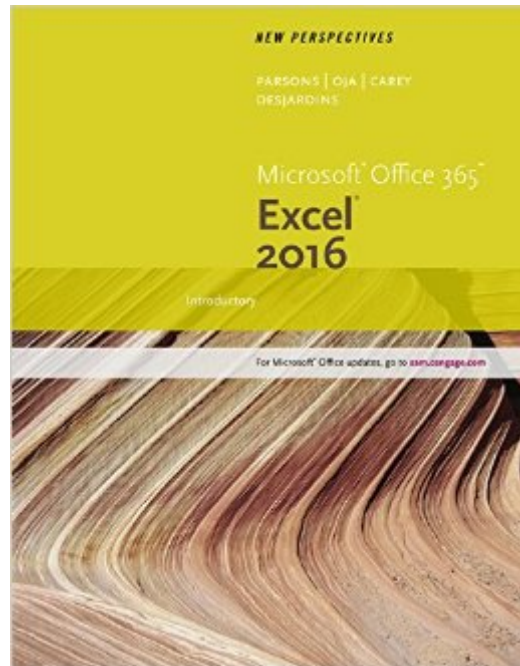


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# New Perspectives Microsoft Office 365 & Excel 2016: Introductory



## Synopsis

Now readers can develop the Microsoft Office and Excel 2016 skills needed to be successful in college or the business world beyond with the emphasis on critical-thinking, problem-solving, and in-depth coverage found in NEW PERSPECTIVES MICROSOFT OFFICE 365 & EXCEL 2016: INTRODUCTORY. Updated with all-new case scenarios, this edition clearly applies the skills readers are learning to real-world situations, making the concepts even more relevant. All content and activities throughout NEW PERSPECTIVES MICROSOFT OFFICE 365 & EXCEL 2016: INTRODUCTORY help readers understand the importance of what they're learning. This edition focuses on strengthening learning outcomes and transferring skills to other applications and disciplines for further success. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

## Book Information

File Size: 36986 KB

Print Length: 288 pages

Publisher: Cengage Learning; 001 edition (February 22, 2016)

Publication Date: February 22, 2016

Language: English

ASIN: B01LQRK65O

Text-to-Speech: Not enabled

X-Ray: Not Enabled

Word Wise: Not Enabled

Lending: Not Enabled

Enhanced Typesetting: Not Enabled

Best Sellers Rank: #266,765 Paid in Kindle Store (See Top 100 Paid in Kindle Store) #116

in Kindle Store > Kindle eBooks > Computers & Technology > Web Graphics #146 in Kindle

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