



Excel 2007 spreadsheets for Dummies (1 CD)

By PENG FENG TANG YU SHAN ZHOU XIU / PENG FENG // TANG YU SHAN // ZHOU XIU / TANG YU SHAN ZHOU XIU PENG FENG / PENG FENG

paperback. Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Pages Number: 238 Publisher: Tsinghua University Press Pub. Date :2007-10. This book introduces Excel 2007 of the basic knowledge and basic use of the main contents include: a new look of Excel 2007. began making an Excel worksheet. worksheet data editing. sheet format settings. the operation of the worksheet. use the object extensive worksheets. use formulas and function to calculate the data. manage table data. the image of the performance - charts and pivot tables and data perspective. Excel2007 advanced use. print and Excel 2007 spreadsheet instance production. Book easy to understand layout and beautiful. and strong guidance to beginners to learn the habits and Excel 2007 order as a clue to explain the step by step for beginners to learn Excel 2007 operating knowledge. concepts and functions of the introduction of more images and vivid. Book with examples to explain. and is equipped with abundant small part. Finally. each chapter provides hands-on exercises to help readers to consolidate the knowledge and self-improvement. Located in the Excel book for beginners. suitable for computer office workers. statisticians. accountants. teachers and lovers...



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