



Practical Guide to PC and Microsoft Office 2010: Word, Excel, PowerPoint (Paperback)

By Sergey K Aityan

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Contrary to the information-overload of comprehensive user manuals, this book provides only the most necessary functionality and methodology to help better organize your computer, create more professional documents, and, in the end, save time. Written and formatted using Microsoft Office 2010 functionality addressed within, this book is an example of the power behind learning these essentials.



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