



## 2008 computer office fully self- Manual

By LI YAO

paperback. Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Pages Number: 334 Publisher: Computer News Electronics Audio and Video Press Pub. Date :2008-02. This book brings together a number of computer experts in teaching experience in simple language. rich examples. a comprehensive introduction to basic computer knowledge and operation of office skills. This book includes: basic knowledge of office computer. Windows XP operating foundation. Windows XP s basic settings. files. resources. easy to master the Chinese character input method. Word 2007 Quick Start. Word 2007 Layout Design. Word 2007 s advanced applications. Excel 2007 foundation operation. Excel 2007 advanced applications. PowerPoint 2007 basic applications. common tools. surf the Internet. Internet office applications. and computer maintenance and troubleshooting. Book knowledge points system. a comprehensive. example-rich. the majority of computer users the best self-study manual for office. and also as colleges or business training materials. as well as computer training for teaching the book. This book comes with a well-developed multimedia CD-ROM. with full voice to explain. scenario-based teaching model. each knowledge point of the book to explain in detail to help readers get started. More Contents: Chapter 1. an essential...



**READ ONLINE**

[ 3.1 MB ]

### Reviews

*This publication is wonderful. It is amongst the most remarkable pdf i have got read. Its been written in an exceptionally basic way and it is merely after i finished reading through this pdf in which really transformed me, alter the way i really believe.*

-- **Shayne Schneider**

*A brand new e book with a brand new standpoint. I have read through and that i am certain that i am going to gonna go through again once more in the future. Its been developed in an remarkably simple way in fact it is merely right after i finished reading through this book in which basically modified me, modify the way in my opinion.*

-- **Prof. Llewellyn Thiel**

## You May Also Like



### **Read Write Inc. Phonics: Get Writing! Red Ditty Books 1-5**

Oxford University Press, United Kingdom, 2016. Paperback. Book Condition: New. Tim Archbold (illustrator). 210 x 157 mm. Language: N/A. Brand New Book. The Get Writing! Ditty Books contain handwriting, spelling and composition activities linked to each of the corresponding Red Ditty reading...



### **Alfred s Kid s Guitar Course 1: The Easiest Guitar Method Ever!, Book, DVD Online Audio, Video Software**

Alfred Music, United States, 2016. Paperback. Book Condition: New. Language: English . Brand New Book. Alfred s Kid s Guitar Course is a fun method that teaches you to play songs on the guitar right away. Each lesson on every colorful page...



### **Alfred s Kid s Piano Course Complete: The Easiest Piano Method Ever!, Book, DVD Online Audio Video**

Alfred Music, United States, 2016. Paperback. Book Condition: New. 292 x 222 mm. Language: English . Brand New Book. Alfred s Kid s Piano Course is a fun method that teaches you to play songs on the piano right away. This complete...



### **Read Write Inc. Phonics: Yellow Set 5 Non-Fiction 4 a Model Bird**

Oxford University Press, United Kingdom, 2016. Paperback. Book Condition: New. 197 x 116 mm. Language: N/A. Brand New Book. These decodable non-fiction books provide structured practice for children learning to read. Each set of books is carefully levelled to match childrens growing...



### **The Healthy Lunchbox How to Plan Prepare and Pack Stress Free Meals Kids Will Love by American Diabetes Association Staff Marie McLendon and Cristy Shauck 2005 Paperback**

Book Condition: Brand New. Book Condition: Brand New.



### **Most cordial hand household cloth (comes with original large papier-mache and DVD high-definition disc) (Beginners Korea(Chinese Edition))**

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date: Unknown in Publisher: Henan Science and Technology Press Information Original Price: 78.00 yuan Author: Publisher: Henan Science and...