

# Microsoft Office 2010 on Demand

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# Reviews

It is great and fantastic. I actually have read and so i am certain that i am going to going to go through once again yet again in the future. I realized this ebook from my dad and i encouraged this book to find out. (Dr. Kayden Gerlach)

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Que, 2010. Softcover. Book Condition: Neu. Gebraucht - Sehr gut Unbenutzt. Schnelle Lieferung, Kartonverpackung. Abzugsfähige Rechnung. Bei Mehrfachbestellung werden die Versandkosten anteilig erstattet. - An ideal hands-on guide for every advanced beginner-to-intermediate-level user who wants to make the most of the new Office 2010, this book combines step-by-step training with quick-reference material readers can rely on long after they've mastered core skills. Microsoft Office 2010 On Demand is the perfect hands-on guide for every advanced beginner-to-intermediate-level user who wants to make the most of the new Office 2010! Like every On Demand book, it teaches visually, using an easy, friendly, full-color format designed to "show how," instead of "telling how." But that's not all. This book: " Combines step-by-step training with quickreference material you can rely on long after you've mastered core skills " Provides easy-to-follow task-based coverage, in which most tasks are only one or two pages " Provides additional end-of-chapter workshops and online resources for readers who prefer to learn through hands-on projects " Contains practical troubleshooting help " Presents a detailed list of new features, indexed to where they are covered Covering everything needed to pass the new MCAS and MCAP exams, this book offers tightly focused coverage of Office 2010's core features and techniques, and powerful new enhancements such as: " The updated customizable Ribbon and new Backstage full-screen options menu " Vastly improved image and illustration tools " Live Preview for tasks like Paste, Insert, or Theme change " Improved integration with SharePoint services, Windows Live, and Office Web Apps Simply put, no other book offers Office 2010 users this much simplicity, usable content, flexibility, and value. \\* Less reading, more learning! Quick-reference plus complete step-by-step training in an easy full-color format \\* Includes bonus online workshop content for hands-on learners \\* Covers the hottest ...

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