



Exploring Microsoft Word 2000 (Exploring Microsoft Office 2000 Series) by Gra.

By Maryann; Barber

Pearson Education (US), 1999. Spiralbindung. Book Condition: Neu. Gebrauch - Wie neu Unbenutzt. Schnelle Lieferung, Kartonverpackung. Abzugsfähige Rechnung. Bei Mehrfachbestellung werden die Versandkosten anteilig erstattet. - For any course teaching application software using Microsoft Office 2000 applications. This book will appeal to students in a variety of disciplines including liberal arts, business, and the sciences. All books in this series offer consistent presentation-common design, pedagogy, and writing style. Concepts as well as key-strokes are stressed. Hands-on exercises in every lesson provide just the right amount of practice time. This best-selling author team's hands-on approach and conceptual framework helps students master important concepts, as well as the features of the powerful new Office 2000 applications. 480 pp. Deutsch.

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