



Excel 2013 and 2010 for Seniors: Learn Step by Step How to Work with Microsoft Excel

By Studio Visual Steps

Visual Steps B.V. Paperback. Book Condition: new. BRAND NEW, Excel 2013 and 2010 for Seniors: Learn Step by Step How to Work with Microsoft Excel, Studio Visual Steps, Microsoft's well-known spreadsheet program Excel is user-friendly and offers a wide range of features and built-in functions for many different uses. The book Excel 2013 and 2010 for SENIORS will teach you how to perform such tasks as entering data and formulas, formatting cells, designing charts and graphics, creating address lists, sorting, and filtering. This book also demonstrates how to make a cash book and explores other topics such as creating estimates, budgets, pivot tables and mailings. With thorough explanations and step-by-step instructions, this book makes every task discussed easy to perform. Please note: In order to work with this book, you need to own Excel 2013 or Excel 2010 and have it already installed on your computer or have a subscription to Office 365, the online version. Suitable for: Microsoft Excel 2013 and Excel 2010 Windows 8.1, 7 and Vista.



READ ONLINE
[1.44 MB]

Reviews

It is a of my personal favorite book. This is certainly for anyone who statte there had not been a worth studying. I found out this ebook from my i and dad advised this pdf to learn.

-- **Delphine Lebsack**

Without doubt, this is the very best function by any writer. It typically will not charge too much. I discovered this publication from my dad and i encouraged this pdf to discover.

-- **Clement Stanton**