



Learn Excel 2016 Essential Skills for Mac OS X with The Smart Method: Courseware tutorial for self-instruction to beginner and intermediate level

By Mike Smart

The Smart Method Ltd. Paperback. Condition: New. 342 pages. Dimensions: 11.7in. x 8.3in. x 0.8in. At long last there is now a professional Excel course available for Mac users. Please note that this book is only suitable for the Apple Mac version of Excel 2016. (There's also an Excel for Windows book available (ISBN: 978-1-909253-08-7). This Excel 2016 for Mac book is very, very different to any other computer book you have ever read. The Smart Method provides an entirely new and better way to learn Excel 2016 for Mac. Here are just five of the many ways in which this book is unique: The book will equip you with excellent Excel 2016 for Mac skills, good enough to impress any employer, but it doesn't confuse by attempting to teach skills that are not common in the workplace. Only users who have advanced requirements need progress to the Excel 2016 for Mac Expert Skills book. Instruction is logically structured into sessions and lessons. While this makes the book ideal for self-instruction, you can also use it to run your own, highly effective, Excel 2016 for Mac adult training courses. Every lesson is presented on two facing sheets of A4 paper (the pages...



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