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## GIVING TOP PRIORITY PROCESSING AND EXCEL 2010 SPREADSHEET APPLICATION SKILLS STORY



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paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Pages Number: 278 Publisher: Tsinghua University. Pub. Date :2011-5-1. Excel 2010 is one of commonly used office software in the form design. statistical analysis with powerful features. Wu Qiju edited excel2010 form processing and application techniques Story. aimed at beginning and intermediate readers need to start from scratch. the system comprehensive excel2010 explained the steps and application skills. This book is divided into 14 topics. two appendices. the main contents include: excel2010 new features operating skills. basic operations and new management skills. skills to set table cell frames. tables. data input and editing skills quickly. table formatting and landscaping techniques. sorting table data filtering and aggregation techniques. spreadsheet formulas application skills. excel2010 function application skills. graphics. charts and practical application perspective. the table advanced tips for using macros. excel used in conjunction with other office components office skills. excel2010 print setting skills. personnel. payroll and business evaluation forms design. procurement. inventory and sales management of form design. excel 2010 functions and excel2010 list of commonly used shortcuts and so on. Refining the book content. skills and practical. example-rich. easy to understand. illustrated in an attempt to analyze the text. layout fine. two-color printing. supporting CD. complementary learning. Book and multimedia CD-ROM package is ideal for beginning and intermediate readers to choose from. but also can serve as the relevant professional and vocational short courses of computer training materials. Contents: feature a new function of operating skills excel 2010 custom installation techniques 1 2 excel 2010 excel 2010 tips tricks online experience 3 new quick start excel 2010 three methods techniques familiar excel 2010 window 4 Tip 5 Tip 6 new cell search operation chart can also be embedded in...

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