



Office 2007 Chinese version of the Practical Guide

By DU BO // QIN JING WEI

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Pages Number: 279 Publisher: China Water Power Press Pub. Date :2008-06. Office2007 is the Microsoft Office suite released the latest version. in addition to the previous version of the user-friendly succession. powerful. the advantages of easy to learn. but also has a lot of changes. mainly in the user interface. file format. tables and forms and other aspects. Chinese version of the book as a platform to MicrosoftOffice2007. introduces the Office suite of software usage and examples. This book includes an overview of the Chinese version Office2007. Word2007 word processing software. Excel2007 form processing software. PowerPoint2007 presentation processing software. Access2007 data processing software and Outlook2007 email processing software and other content. Book is a combination of theory and examples. the language simple. smooth. suitable for all school students tutorials are also available for beginning. intermediate office automation workers. Contents: Preface Chapter 1 Overview 1.1 microsoftoffice2007 Chinese version of office2007 Introduction 1.1.1 microsoftoffice2007 Enterprise Edition version 1.1.2 microsoftoffice2007 components 1.2microsoftoffice2007 components start with the language set out 1.3microsoftoffice2007 components 1.4microsoftoffice2007 1.4 new features. 1microsoftoffice2007 various components of the new features...



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