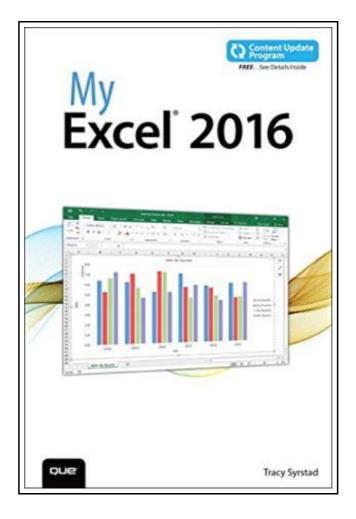
My Excel 2016: Includes Content Update Program



Filesize: 2.2 MB

Reviews

This is the finest book i have got go through right up until now. I have got read and i also am confident that i am going to planning to read once again yet again in the future. You will not truly feel monotony at at any time of the time (that's what catalogs are for about if you check with me). (Taylor Medhurst)

MY EXCEL 2016: INCLUDES CONTENT UPDATE PROGRAM



Pearson Education (US), United States, 2015. Paperback. Book Condition: New. 229 x 156 mm. Language: English . Brand New Book. Book + Content Update Program My Excel 2016 is your must-have companion for getting most out of Excel 2016. This friendly, quick, full-color, 100 practical tutorial walks you through every task you ll want to do with Excel 2016. * Get productive fast with Excel 2016 s updated interface* Save time and make your data easier to work with* Efficiently enter, insert, move, and manage data* Use templates to reuse work and get a jumpstart on new projects* Format worksheets and charts to make them clearer and more useful* Use intuitive sparkline charts that fit in a single cell* Build custom formulas using powerful built-in functions* Sort, filter, and consolidate data and eliminate duplication* Instantly group data and generate subtotals* Quickly summarize huge data sets with PivotTables* Find, fix, and avoid errors that break spreadsheets or cause inaccuracies* Communicate more powerfully using visual tools such as SmartArt and WordArt* Precisely control what you print and how it looks* Securely share and distribute your workbooks* Use Excel on the Web wherever you have Internet accessEvery task is presented step-by-step, using carefully annotated, colorful screenshots, all numbered so there s no chance of getting lost or confused. Everything s clearly organized in modular, self-contained chapters designed to help you get started quickly. Throughout, the book is packed with helpful tips, lists, and quick solutions to the problems you re most likely to encounter. In addition, this book is part of Que s exciting new Content Update Program. As Microsoft updates features of Excel 2016, sections of this book will be updated or new sections will be added to match the updates to the software. The updates will be delivered to you via...

- Read My Excel 2016: Includes Content Update Program Online
 - Download PDF My Excel 2016: Includes Content Update Program

See Also



Fart Book African Bean Fart Adventures in the Jungle: Short Stories with Moral

Createspace, United States, 2013. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****. Black White Illustration Version! BONUS - Includes FREE Dog Fart Audio Book for...

Read Book »



The Voyagers Series - Europe: A New Multi-Media Adventure Book 1

Strength Through Communications, United States, 2011. Paperback. Book Condition: New. 229 x 152 mm. Language: English. Brand New Book ***** Print on Demand *****. The Voyagers Series is a new multi-media, multi-disciplinary approach to teaching...

Read Book »



The Voyagers Series - Africa: Book 2

Voyagers Series, Inc., United States, 2011. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****. The Voyagers Series is a new multi-media, multi-disciplinary approach to teaching...

Read Book »



Patent Ease: How to Write You Own Patent Application

Createspace, United States, 2014. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****. Patent Ease! The new How to write your own Patent book for beginners!...

Read Book »



No Friends?: How to Make Friends Fast and Keep Them

Createspace, United States, 2014. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****. Do You Have NO Friends? Are you tired of not having any...

Read Book »