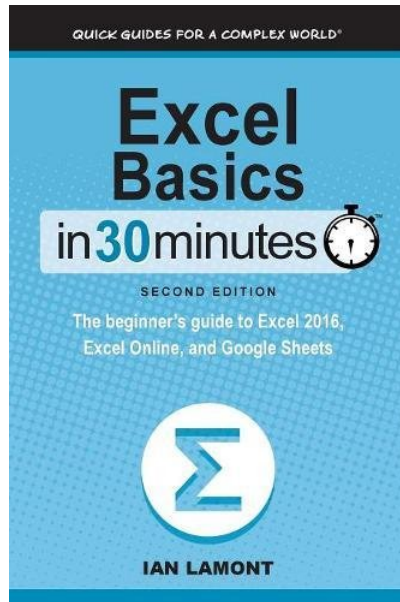


# [Free PDF File] Excel Basics In 30 Minutes (2nd Edition): The quick guide to Microsoft Excel and Google Sheets



**CONTINUE ►**

Fast and easy, this book is everything it claims to be. The material presented is very basic but it is also incredibly accessible with step-by- step screenshots and a friendly tone more like a friend or co-worker explaining how to use Excel than a technical manual. One thing I particularly liked about "Excel Basics in 30 minutes" is that it covers BOTH the MS Excel basics and the Google version basics. Explaining anything this intricate in 30 minutes is a challenge. (Can it be read in 30 minutes? Yes, I could do it, but I am not a typical user, I did not need to stop and practice the examples.) I was impressed that the book does go into some of the meat of Excel while still being a book that someone with NO previous exposure to a spreadsheet can grasp.

**CONTINUE ►**

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