Microsoft Office Excel 2007: Comprehensive Concepts and Techniques (Available Titles Skills Assessment Manager (SAM) - Office 2007)

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Cengage Learning, 2007. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service! Summary: 1. Creating a Worksheet and an Embedded Chart 2. Formulas, Functions, Formatting, and Web Queries 3. What-If Analysis, Charting, and Working with Large Worksheets Web Feature: Creating Static and Dynamic Web Pages Using Excel 4. Financial Functions, Data Tables, Amortization Schedules, and Hyperlinks 5. Creating, Sorting, and Querying a Table 6. Creating Templates and Working with Multiple Worksheets and Workbooks Integration Feature: Object Linking and Embedding (OLE) and SmartArt Graphics 7. Using Macros and Visual Basic for Applications (VBA) with Excel 8. Formula Auditing, Data Validation, and Complex Problem Solving 9. Importing Data and Working with PivotCharts and PivotTables PivotTable List Feature: Creating a PivotTable List Web Page Using Excel Appendices A: Project Planning Guidelines B: Introduction to Microsoft Office 2007 C: Microsoft Excel Help D: Publishing Office Web Pages to a Web Server E: Customizing Excel F: Microsoft Office Certification.

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