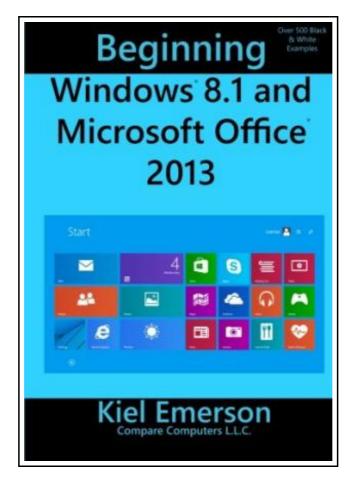# Beginning Windows 8.1 and Microsoft Office 2013

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Createspace, United States, 2014. Paperback. Book Condition: New. 254 x 178 mm. Language: English . Brand New Book ***** Print on Demand *****.(Black White Edition) Also available in full-color paperback, or on Kindle. Over 500 Example Images Beginning Windows 8.1 and Microsoft Office 2013 is designed to help those who are new to Windows 8.1 and Microsoft Office 2013, as well as those that may not have used previous versions of Windows and Microsoft Office. In this book you will explore the Windows 8.1 Start Screen, Charms Bar, and the Windows 8.1 Desktop. You will learn how to use many of the new Modern UI apps, and how to download new apps from the Windows Store app. This book will also examine a number of configuration and personalization options for the PC through the desktop control panel and the Modern UI Control Panel. Finally, we will explore the new Microsoft Office 2013 Suite. You will learn how to use the Ribbon User Interface and how to perform some common tasks in each Microsoft Office program. Beginning Windows 8.1 and Microsoft Office 2013 provides detailed information on: Physical PC Hardware and Setup Windows Start Screen Windows Charms Bar Windows Desktop Windows Explorer and Interfaces Desktop Internet Explorer Modern UI Internet Explorer Modern UI App Commands Windows Store App Microsoft Word Microsoft Excel Microsoft PowerPoint Microsoft OneNote Microsoft Outlook Microsoft Publisher Microsoft Access Mail, People, Skype Apps Video, Music, Games Apps.

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