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***(Elinor Hyatt)***

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EMC Paradigm,US. Mixed media product. Book Condition: new. BRAND NEW, Marquee Series: Microsoft Excel 2013, Nita Rutkosky, Denise Seguin, Audrey Rutkosky Roggenkamp, Ian Rutkosky, Marquee Series: Microsoft Excel 2013 offers a highly visual hands-on approach to learning Microsoft Excel. Ideal for 1 or 2 credit courses this text facilitates self-paced accelerated and traditional learning formats.Key FeaturesStep-by-step project-based instruction in two- and four-page activities with screen visuals help students meet learning objectives quickly.Four progressive levels of case-based assessment including the popular Marquee Challenge ensure software mastery at the introductory level.Teaches the key formulas and functions for preparing budgets and analyzing common numerical problems.Model answers of in-section projects are shown in text.Individual Challenge activity connects studentsa' lives and interests to project goals.



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