

Glencoe Keyboarding Connections



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Students will learn keyboarding and complete numerous hands-on projects related to word processing, desktop publishing, presentation software, spreadsheets, and databases. "Keyboarding Connections" features a "fun" format complemented by a visually appealing game-like software interface. High-interest skill building exercises, applications, and games consistently hold students' attention. All new content includes extensive practice with e-mail, PowerPoint(R), and Web page design. An Internet Connection feature provides search tips and relevant links. A user-friendly Web site features include State correlations, language arts activities, and additional teacher resources. Plus, everything is Windows 2000 and XP compatible

作者介绍:

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