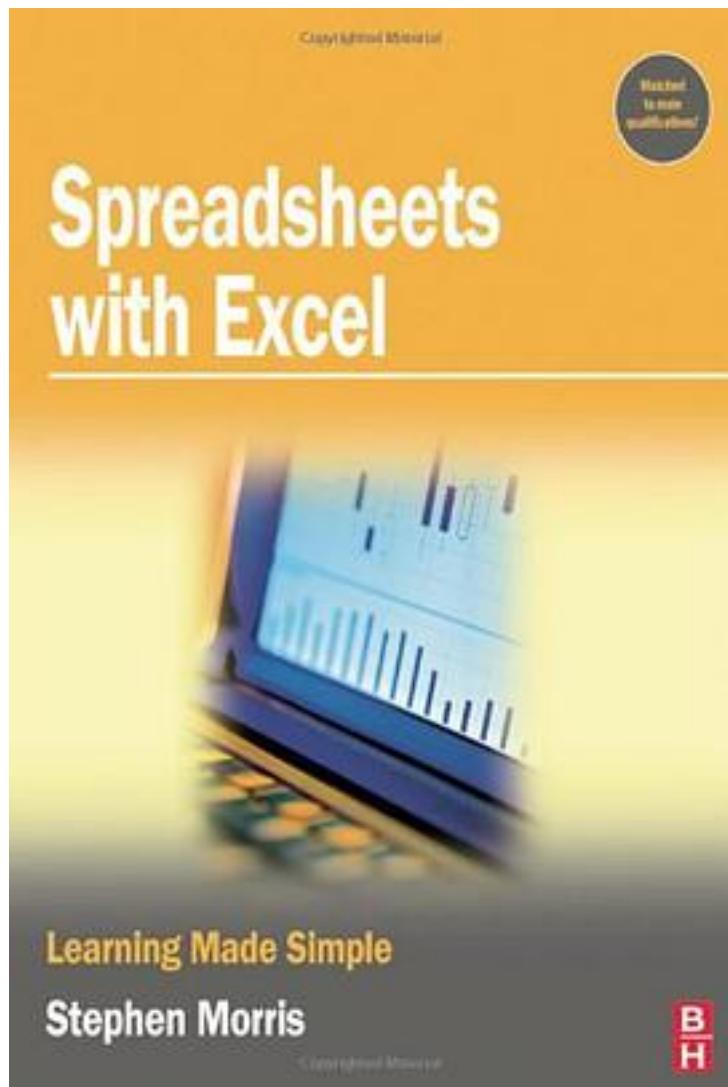


Spreadsheets with Excel



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著者:Morris, Stephen

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This handy textbook covers all you need to get started with spreadsheets. "Learning Made Simple" books give you skills without frills. They are matched to the main qualifications, and written by experienced teachers and authors to make often tricky subjects simple to learn. Every book is designed carefully to provide bite-sized lessons matched to your needs. "Learning Made Simple" titles provide both a new colorful way to study and a useful adjunct to any training course. Using full color throughout, and written by leading teachers and writers, "Learning Made Simple" books will help you learn new skills and develop your talents. Whether studying at college, training at work, or reading at home, aiming for a qualification or simply getting up to speed, "Learning Made Simple" books will give you the advantage of easy, well-organised training materials in a handy volume with two or four-page sections for each topic for ease of use. They are first class handbooks for first-class learning. "Learning Made Simple", is a colorful approach to support self-study and training courses alike. It is written by experienced trainers for inexperienced learners to succeed, matched to main qualifications.

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