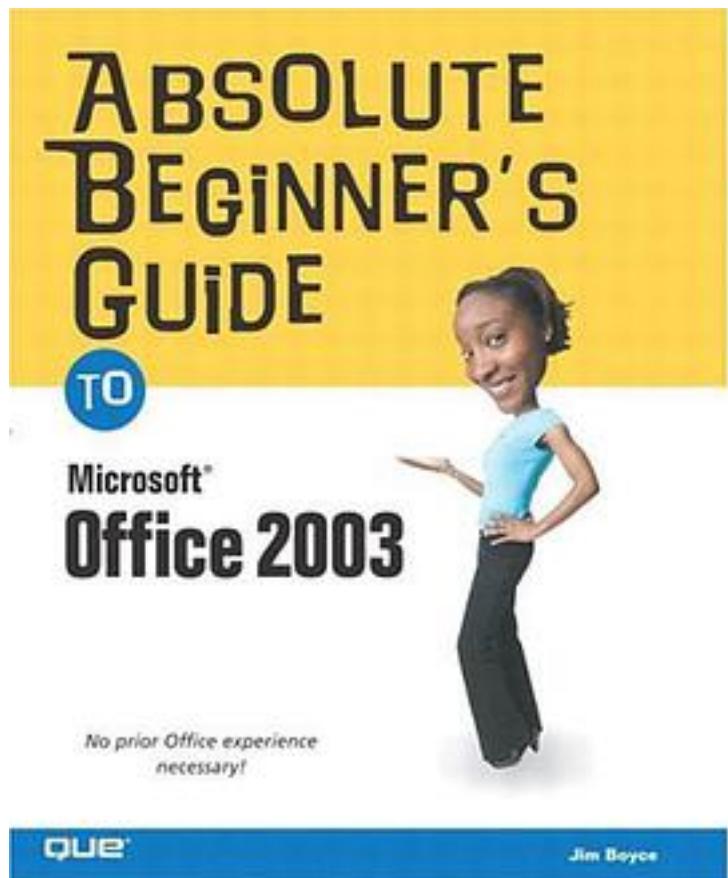


Absolute Beginners Guide to Microsoft Office 2003



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"Absolute Beginner's Guide to Microsoft Office 2003" covers Office 2003 for new users. The topics are organized in sections by application and cover the common Office tasks that the majority of readers want to accomplish. By focusing on key tasks in a concise way, the book packs enough information to bring readers up to speed quickly with all applications in the Office suite. This book starts with an introduction of what's new in

this version of Office and what the major changes and advantages are when upgrading from older versions.

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