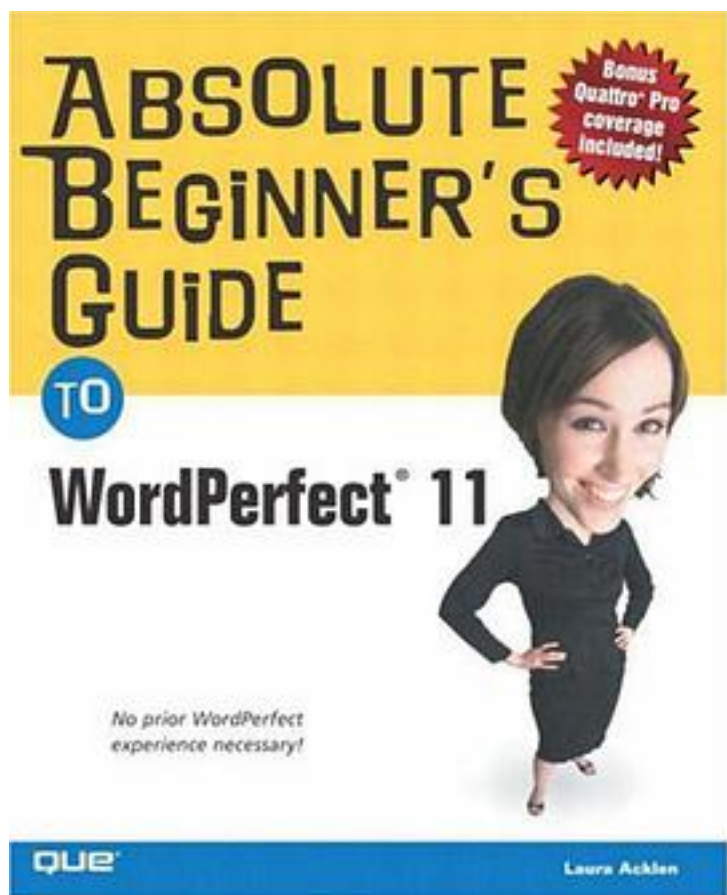# Absolute Beginner's Guide to WordPerfect 11

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Whether you're new to WordPerfect or upgrading from a previous version, Absolute Beginner's Guide to WordPerfect 11 teaches you what you need to know to get right to work! This fun to read and easy to understand book starts with the basics, helping you build a foundation of knowledge so that you can be confident and comfortable using

the software. In no time, you'll be able to produce letters, invoices, spreadsheets, presentations, and much more! Bonus chapters also provide coverage of Quattro Pro.

作者介绍:

目录:

[Absolute Beginner's Guide to WordPerfect 11_下载链接1_](#)

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