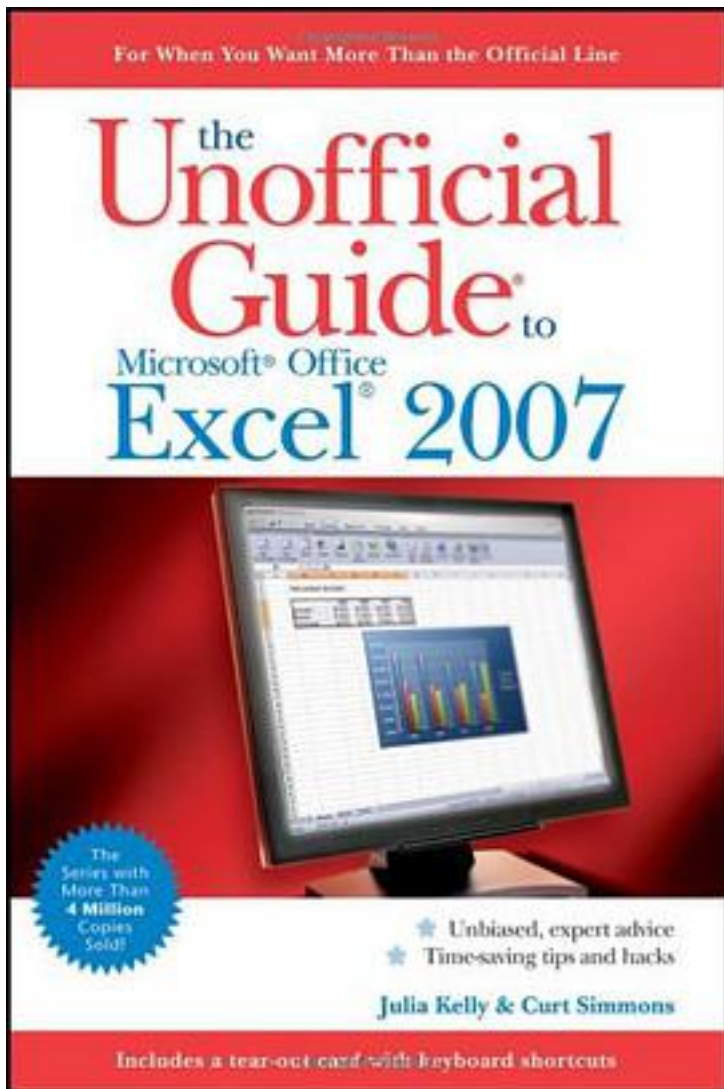


The Unofficial Guide to Microsoft Office Excel 2007



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The inside scoop...for when you want more than the official line!

Microsoft Office Excel 2007 may be just what you need to crunch numbers, but to use it with confidence, you'll need to know its quirks and shortcuts. Find out what the manual doesn't always tell you in this insider's guide to using Excel in the real world. What are the secrets of pro users? Are there shortcuts for repetitive tasks? From writing formulas to using charts, first get the official way, then the best way from two experts.

Unbiased coverage of how to get the most out of Excel 2007, from creating workbooks and writing formulas to comparing data

Savvy, real-world advice to help you set up, enter, format, and organize your data

Time-saving techniques and practical guidance on creating custom macros with VBA and using PivotTables and PivotCharts

Tips and hacks with practical ways to save time, avoid pitfalls, and increase your output

Sidebars, tables, and illustrations featuring toolbar buttons and more ways to be productive in Excel

Watch for these graphic icons in every chapter to guide you to specific practical information. Bright Ideas are smart innovations that will save you time or hassle. Hacks are insider tips and shortcuts that increase productivity. When you see Watch Out! heed the cautions or warnings to help you avoid common pitfalls. And finally, check out Inside Scoops for practical insights from the author. It's like having your own expert at your side!

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