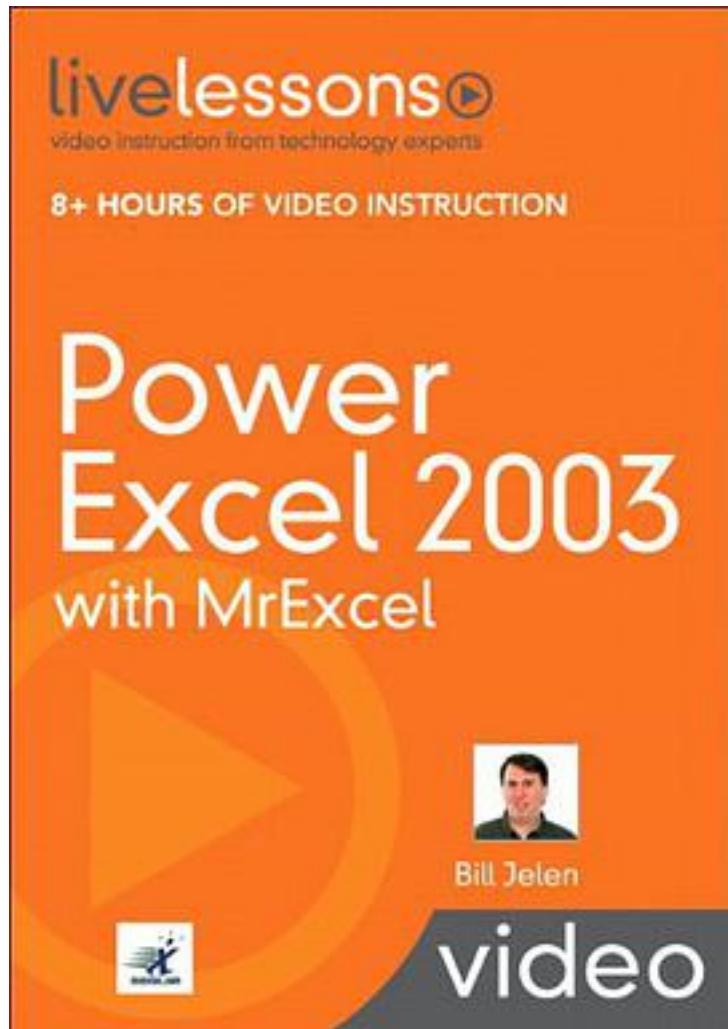


# Power Excel 2003 with MrExcel (Video Training)



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出版者:Que

出版时间:2008-05-04

装帧:Paperback

isbn:9780789738240

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Use Excel Bill Jelen DVD includes: \*6+ hours of video instruction \* More than 80 tips and techniques \* Features that can be learned in less than Five minutes Bill Jelen ("MrExcel") presents focused, practical videos that teach you powerful new ways to chart, calculate, build PivotTables, automate workbooks, wrangle your data, and more! Click play to follow along as Jelen walks you through using Excel's most sophisticated features! all you need to do is watch! You've got Microsoft Excel!now get the most out of it, faster and more easily than ever before! In 85 quick video lessons, Bill Jelen ("MrExcel") shows you all you need to maximize your productivity with Excel 2003, 2002 (XP), or 2000! Building on the live course he's taught to thousands of financial professionals, Jelen walks you through Excel's most powerful features and techniques. Just watch: You'll master these powerful techniques at your own pace--and get specific answers and solutions immediately, whenever you need them! These practical, easy-to-use videos cover charting, PivotTables, advanced calculations, worksheet management, macros, and a whole lot more--including tips and tricks that could save you hours every single week! Looking for a better way to master today's rapidly changing technologies? Want expert help but don't have the time or energy to read a book? Can't find classroom training worth the money? Discover LiveLessons: self-paced, personal video instruction from the world's leading experts. For anyone who wants to get more done in less time with Excel 2003, 2002 (XP), or 2000--from entrepreneurs to financial analysts, marketers to office managers! \* LiveLessons is an eight-hour video course organized into bite-sized, self-contained sessions--you'll learn key skills in as little as five minutes! \* Each session begins with well-defined learning objectives and ends with comprehensive summaries, which help you track your progress. \* Follow along as your instructor shows exactly how to get great results in your real-world environment. Bill Jelen is known worldwide as MrExcel. He presents live Excel seminars to accountants throughout the U.S. and has logged more than 60 appearances on The Lab with Leo Laporte. Honored as a Microsoft MVP for Excel, he has produced 500 episodes of his "Learn Excel from MrExcel" video podcast. He writes the monthly Excel column for Strategic Finance magazine. Microsoft Office Spreadsheets/Desktop Applications mylivelessons.com informit.com/que Contents: Part 1 Charting Lesson 1 Creating a Chart Using the Wizard Lesson 2 Creating a Chart with One Keystroke Lesson 3 Formatting a Chart Lesson 4 Adding Chart Data Lesson 5 Noncontiguous Data Lesson 6 Interactive Chart Lesson 7 When to Choose Which Chart Type Lesson 8 Charting Differing Orders of Magnitude Lesson 9 Pie Chart Tricks Lesson 10 XY & Bubble Charts Lesson 11 Histograms & Overlap Charts Lesson 12 Saving Favorite Chart Settings Lesson 13 Chart Lies Part 2 Text Lesson 14 Drag the Fill Handle to Extend a Series Lesson 15 Create Your Own Series Lesson 16 Joining Text Lesson 17 Rapid Formula Copy Lesson 18 Convert to Proper Case Lesson 19 Joining Dates Lesson 20 Converting Formulas to Values Lesson 21 Breaking Apart Text Lesson 22 Parsing Fixed Width Part 3 Excel Customizations Lesson 23 Full Menus Lesson 24 Toolbar Customization Lesson 25 Resetting Toolbars Lesson 26 Steve-O Toolbar Lesson 27 Close All Workbooks Lesson 28 Recently Used File List Lesson 29 Data Entry Tricks Lesson 30 Customize All Future Workbooks Lesson 31 Copy Worksheets Lesson 32 Change All Worksheets Lesson 33 Arranging Windows Part 4 Sorting & Subtotals Lesson 34 Data Preparation Lesson 35 Sorting Basics Lesson 36 Random Sort Lesson 37 Sorting by Weekday Lesson 38 Rearranging Columns Lesson 39 Subtotals Lesson 40 Collapsing Subtotals Lesson 41 Copy Subtotals Lesson 42 Formatting Subtotals Lesson 43 Multiple Subtotals Lesson 44 Filling in Data on Subtotal Rows Lesson 45 Subtotal Tricks Part 5 Pivot Tables Lesson 46 Creating a Pivot Table Lesson 47 Changing a Pivot Table Lesson 48 Pivot Gotchas Lesson 49 Pivot Sorting Lesson 50 Drill Down Lesson 51 Summarizing Dates Lesson 52 Top 10 Report Lesson 53 Pivot Calculations Lesson 54 Pivot Formatting Lesson 55 Unique List Lesson 56 Ad-Hoc Queries Lesson 57 50 Reports in 5 Seconds Lesson 58 Making Reports Pivotable Part 6 Formulas Lesson 59 AutoSum Tricks Lesson 60 Formula Auditing Lesson 61 Three Ways of Entering

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