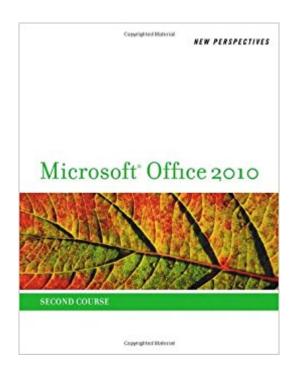
The book was found

New Perspectives On Microsoft Office 2010, Second Course (SAM 2010 Compatible Products)





Synopsis

With the New Perspectives' critical-thinking, problem-solving approach, students will gain a comprehensive understanding of Microsoft Office 2010 and will learn how to take advantage of the flexibility it offers. Case-based tutorials challenge students to apply what they are learning to real-life tasks, preparing them to easily transfer skills to new situations. With New Perspectives, students understand why they're learning what they're learning and are better situated to retain skills beyond the classroom.

Book Information

Series: SAM 2010 Compatible Products Spiral-bound: 936 pages Publisher: Cengage Learning; 1 edition (September 24, 2010) Language: English ISBN-10: 0538743093 ISBN-13: 978-0538743099 Product Dimensions: 10.9 x 8.6 x 1.3 inches Shipping Weight: 3.7 pounds (View shipping rates and policies) Average Customer Review: 5.0 out of 5 stars Â See all reviews (6 customer reviews) Best Sellers Rank: #1,192,141 in Books (See Top 100 in Books) #181 in Books > Computers & Technology > Software > Personal Finance #208 in Books > Computers & Technology > Software > Accounting #464 in Books > Computers & Technology > Software > Suites

Customer Reviews

I have the first course book for a previous class, this book jumps into what you can really do and accomplish with Microsoft Office. If you want to have a better understanding of Office applications I suggest any of the New Perspectives books, even if you don't know how to work a computer or if you have advanced skills there is more to learn. Not only will you learn a lot but you will also give yourself a competitive edge in the job field as well.

Very good book for all who want to learn and use Office 2010. Practical and easy to use explanations with a lot of diagrams. well taught and prepared to assist all those who are interested to learn and use Office 2010. I greatly recommend it.

Came in just in time and the book is shiny and new.No pages are missing, no writing was in or on

it.Love it!!

Download to continue reading...

New Perspectives on Microsoft Office 2010, Second Course (SAM 2010 Compatible Products) Microsoft Word 2010: Comprehensive (SAM 2010 Compatible Products) Microsoft Access 2010: Comprehensive (SAM 2010 Compatible Products) Microsoft Windows Vista: Complete Concepts and Techniques (Sam 2007 Compatible Products) Microsoft Office 2010: Introductory (Available Titles Skills Assessment Manager (SAM) - Office 2010) New Perspectives on Microsoft Office 2013 First Course, Enhanced Edition (Microsoft Office 2013 Enhanced Editions) Bundle: New Perspectives Microsoft Office 365 & Office 2016: Introductory, Loose-leaf Version + SAM 365 & 2016 Assessments, Trainings, and Projects with 1 MindTap Reader Multi-Term Printed Access Card New Perspectives on Microsoft Access 2010, Comprehensive (New Perspectives Series: Individual Office Applications) New Perspectives on Microsoft Word 2010: Comprehensive (New Perspectives Series: Individual Office Applications) Bundle: Illustrated Microsoft Office 365 & Office 2016: Fundamentals, Loose-leaf Version + MindTap Computing, 1 term (6 months) Printed Access Card ... Office 365 & Office 2016: Introductor Microsoft Excel 2010: Introductory (Available Titles Skills Assessment Manager (SAM) - Office 2010) New Perspectives on Microsoft Windows XP, Comprehensive, 2005 Service Pack 2 Update (Available Titles Skills Assessment Manager (SAM) -Office 2007) Bundle: New Perspectives on Microsoft Project 2010: Introductory + Microsoft Project 2010 60 Day Trial CD-ROM for Shelly/Rosenblatt's Systems Analysis and Design Microsoft Office 2010: Introductory (Shelly Cashman Series Office 2010) Microsoft Office PowerPoint 2007: Introductory Concepts and Techniques (Available Titles Skills Assessment Manager (SAM) - Office 2007) New Perspectives on Microsoft Project 2010: Introductory (New Perspectives Series) Bundle: New Perspectives Microsoft Office 365 & Office 2016: Introductory, Loose-leaf Version + MindTap Computing, 1 term (6 months) Printed Access Card Microsoft Surface Pro 4 & Microsoft Surface Book: The Beginner's Guide to Microsoft Edge, Cortana & Mail App on Microsoft Surface Pro 4 & Microsoft Surface Book Microsoft Windows 7: Essential (Available Titles Skills Assessment Manager (SAM) - Office 2010) Microsoft Windows 7: Complete (Available Titles Skills Assessment Manager (SAM) - Office 2010)

<u>Dmca</u>