



Exploring Microsoft Office Word 2010 Comprehensive

By Robert T. Grauer, Mary Anne Poatsy, Michelle Hulett

Pearson Education (US), United States, 2010. Paperback. Book Condition: New. Indexed. 274 x 226 mm. Language: English . Brand New Book. For introductory computer courses on Microsoft Office 2010 or courses in computer concepts with a lab component for Microsoft Office 2010 applications. The goal of the Exploring series has been to move students beyond the point and click, helping them understand the why and how behind each skill. The Exploring series for Office 2010 also enables students to extend the learning beyond the classroom. Students go to college now with a different set of skills than they did five years ago. With this in mind, the Exploring series seeks to move students beyond the basics of the software at a faster pace, without sacrificing coverage of the fundamental skills that everybody needs to know. A lot of learning takes place outside of the classroom, and the Exploring series provides learning tools that students can access anytime, anywhere.



READ ONLINE
[5.55 MB]

Reviews

A must buy book if you need to adding benefit. It is really simplified but shocks in the 50 percent of the pdf. I found out this pdf from my i and dad recommended this publication to learn.

-- **Zetta Armstrong III**

This ebook is indeed gripping and fascinating. It is definitely simplistic but excitement from the 50 % of your book. You wont sense monotony at at any time of your own time (that's what catalogs are for relating to should you check with me).

-- **Mr. David Stanton Jr.**