



## 72 hours proficient Office 2010 office computer (full color) (with DVD disc 1)(Chinese Edition)

By JIU ZHOU SHU YUAN

paperback. Condition: New. The paperback. Pub Date: 2011 08 Pages: 324 Language: Chinese in Publisher: Tsinghua University Press 72 hours proficient Office 2010 office computer (full color) describes: the basics of computer and office automation and operational skills Windows 7 is the basis of the office computer. Windows 7 and office document management. the main contents include Editing Basics in Word 2010 document in Word 2010 document advanced operations. Excel 2010 spreadsheets basis of the calculation and managem.

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