




Exploring: Microsoft Office 2013, Plus (Exploring for Office 2013)

MaryAnne Poatsy, Keith Mulbery, Cynthia Krebs, Eric Cameron, Jason Davidson, Lynn Hogan, Amy M. Rutledge, Jerri Williams, Robert Grauer

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This book has an unusual table of contents and is perfect for courses that cover more Excel and Access and less Word and PowerPoint.

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The goal of the *Exploring* series is to move students beyond the point and click, to understanding the *why* and how behind each skill. And, because so much learning takes place outside of the classroom, this series provides learning tools that students can access anywhere, any time.

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