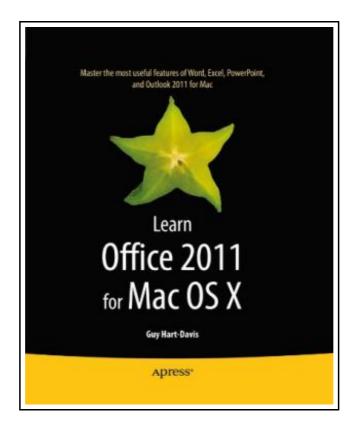
Learn Office 2011 for Mac OS X



Filesize: 5.39 MB

Reviews

Without doubt, this is actually the best function by any article writer. It is probably the most amazing ebook i have got go through. Your lifestyle period will likely be enhance once you complete reading this article publication.

(Brody Parisian)

LEARN OFFICE 2011 FOR MAC OS X



Apress. Paperback. Book Condition: New. Paperback. 824 pages. Dimensions: 9.3in. x 7.7in. x 1.9in.Office for Mac remains the leading productivity suite for Mac, with Apples iWork and the free OpenOffice. org trailing far behind. Now, its been updated with a cleaner interface and more compatibility with Exchange and SharePoint. Learn Office 2011 for Mac OS X offers a practical, hands-on approach to using Office 2011 applications to create and edit documents and get work done efficiently. Youll learn how to customize Office, design, create, and share documents, manipulate data in a spreadsheet, and create lively presentations. Youll also discover how to organize your email, contacts, and tasks with the new Outlook for Mac. Conveying information quickly and concisely, the book brings you from beginner or intermediate to an experienced and confident user. This book provides the best combination of accessible and focused coverage of the Office 2011 applications. Rather than cover every seldom-used feature, the book covers real-world usage, putting emphasis on practical tasks and troubleshooting common problems, such as sharing documents with Windows users and older versions of Office. What youll learn How to use the common features of the Office applicationscreating files, editing text and graphics, and customizing the applications to suit your needs How to create all kinds of word processing documents with Microsoft Word How to create worksheets and analyze data with Excel How to use PowerPoint to create persuasive presentations and present them in person or via the Internet How to use Outlooknow on the Mac for the first timeto keep e-mail, contacts, appointments, notes, and tasks organized Who this book is for Beginning and intermediate Mac users looking to get up to speed quickly with the Office 2011 applications and use them productively, both online and offline. Table of Contents Getting Up to Speed...



Read Learn Office 2011 for Mac OS X Online



Relevant Kindle Books



Multiple Streams of Internet Income

Wiley. Hardcover. Book Condition: New. Hardcover. 279 pages. Dimensions: 9.3in. x 6.2in. x 1.2in.Praise for MULTIPLE STREAMS OF INTERNET INCOMEIf ever the world needed some help to succeed on the Internet, this is the moment....

Download PDF »



Dont Line Their Pockets With Gold Line Your Own A Small How To Book on Living Large

Madelyn D R Books. Paperback. Book Condition: New. Paperback. 106 pages. Dimensions: 9.0in. x 6.0in. x 0.3in. This book is about my cousin, Billy a guy who taught me a lot over the years and who...

Download PDF »



Scala in Depth

Manning Publications. Paperback. Book Condition: New. Paperback. 304 pages. Dimensions: 9.2in. x 7.3in. x 0.8in.Summary Scala in Depth is a unique new book designed to help you integrate Scala effectively into your development process. By...

Download PDF »



Silverlight 5 in Action

Manning Publications. Paperback. Book Condition: New. Paperback. 1000 pages. Dimensions: 9.2in. x 7.3in. x 2.0in.Summary A thorough revision of the bestselling Silverlight 4 in Action. This comprehensive guide teaches Silverlight from the ground up, covering...

Download PDF »



Scholastic Discover More Animal Babies

Scholastic Reference. Hardcover. Book Condition: New. Hardcover. 32 pages. Dimensions: 9.1in. x 7.6in. x 0.5in.Scholastic Discover More is a revolutionary new nonfiction line pairing stunning print books with corresponding interactive digital books that extend the...

Download PDF »