



from scratch - a computer-based training course (Windows XP + Office 2007) (1CD)

By GAO CHANG DUO ZHANG YU TANG WANG GANG

paperback. Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Pages Number: 240 Publisher: Posts Telecom Press Pub. Date :2010-07. This book systematically introduces the basics of computers. Windows XP. word processing software. Word 2007. Excel spreadsheet software 2007. slide authoring software PowerPoint 2007. Internet Explorer 7.0 Web browser software and e-mail software such as Outlook Express to use. This book fully taken into account the actual needs of beginners. the real from scratch. you can make the computer that did not know. the reader. the book but by learning to master the basics of computers and basic operations. This book can be used as in-service cadres. professional and technical personnel and office management training materials are also available for beginners learning to use. Contents: 1 basic knowledge about computer hardware. computer components 11.1 11.1.1 21.1.2 outside the host computer memory. input devices 51.1.4 41.1.3 61.2 computer output devices commonly used software 81.2.1 91.2.2 system software used Applications 91.3 Exercise 11 Chinese-speaking 2 122.1 windows xp windows xp startup entry and exit 122.1.1 windows xp startup 122.1.2 windows xp exit 142.2 windows xp basic concepts in 152.2.1 desktop. taskbar. Start...



Reviews

Good eBook and helpful one. It really is writter in straightforward words and phrases and never confusing. I am just effortlessly could possibly get a enjoyment of looking at a published book.

-- Romaine Rippin

The book is great and fantastic. it absolutely was writtern very properly and beneficial. It is extremely difficult to leave it before concluding, once you begin to read the book.

-- Lyda Davis II

Other Books



Genuine] Whiterun youth selection set: You do not know who I am Raoxue(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date: 2012-08-01 Pages: 254 Publisher: rolls of publishing companies basic information title: Snow Man youthful selection set: I do...



JA] early childhood parenting:1-4 Genuine Special(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date: 2006-01-01 Pages: 179 Publisher: the China Pictorial Our book is all new book of genuine special spot anv...



Edge] the collection stacks of children's literature: Chunhyang Qiuyun 1.2 --- Children's Literature 2004(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date: 2005 Pages: 815 Publisher: the Chinese teenager Shop Books all book. the genuine special part of the spot...



TJ new concept of the Preschool Quality Education Engineering the daily learning book of: new happy learning young children (2-4 years old) in small classes (3)(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date: 2005-09-01 Publisher: Chinese children before making Reading: All books are the Youth Preemployment Training software download generated pictures...



Most cordial hand household cloth (comes with original large papier-mache and DVD high-definition disc) (Beginners Korea(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date: Unknown in Publisher: Henan Science and Technology Press Information Original Price: 78.00 yuan Author: Publisher: Henan Science and...



TJ new concept of the Preschool Quality Education Engineering: new happy learning young children (3-5 years old) daily learning book Intermediate (2)(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Paperback. Pub Date :2005-09-01 Publisher: Chinese children before making Reading: All books are the Youth Preemployment Training software download generated pictures...