

computer application infrastructure: Office 2003

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Reviews

Complete guide for publication enthusiasts. I have read and i am sure that i will going to study again once again in the future. Your way of life period will be transform once you total looking over this publication. (Shayne O'Conner)

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paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Pages Number: 11191 Publisher: Machinery Industry Press. Pub. Date :2009-03. The most popular materials for Microsoft Office 2003 basis. details the use of modern office in the Office 2003 suite of Word 2003. Excel 2003 and PowerPoint 2003 the basic method of this material is divided into four modules: Module one is understanding Microsoft Office 2003. two for the word processing module software. Word 2003. form processing software module three to Excel 2003. four for the presentation module processing software Microsoft PowerPoint 2003. covering the Ministry of Education. Vocational education and foundation courses teaching the basic requirements of the skill level and knowledge of the range. with a distinct professional characteristics of this material using a new task-driven teaching methods. the Detailed knowledge points and task of combining the organization of contents. new ideas. a simple layout lively. informative. can bring the reader unique and effective learning experience. The materials can be used as vocational. adult and vocational colleges in this specialist professional colleges basic computer literacy courses and all kinds of computer training courses. vocational skills training materials of choice for identification. but also the majority of early and intermediate computer users and office staff preferred tool. More Contents: Introduction Module I understand microsoftoffice2003 sequence task a Chinese version of microsoftoffice2003 About Task II microsoftoffice2003 microsoftoffice2003 installation tasks three family members know the new features of the task four microsoiftoffice2003 Chinese version word2003 subtask 1 New Chinese version excel2003 sub-task 2 subtasks New Chinese version powerpoint2003 3 new modules two tasks a word processing software word2003 understanding microsoiftofficeword2003 start working interface subtask 1 word Method 1 - use the Start

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