



Excel corporate office (Premium Edition) from entry to proficient (Disc 1)

By JIE CHENG WEN HUA

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Pages Number: 299 Publisher: China Youth Publishing House Pub. Date: 2008-05. 1-11 Chapter book: to explain editor of Excel cell. Excel spreadsheet set up personalized way. Excel s drawing functions. data processing. formulas and functions. the function of advanced applications. charts. graphs. advanced applications. Excel PivotTable. Excel worksheets to print and other functions. Chapter No. 12-17: Example of an integrated way to introduce specific software applications. including corporate employee time and attendance systems. business questionnaire design and survey statistics. the production program of choice. the staff performance appraisal system. employee file information table. bank recruitment results calculations and so on. Accumulation of practical experience to help the reader to further enhance the level of practical application. Contents: Chapter 1 Overview 1.1 excel 2003 excel 2003 installed 1.2 excel 2003 appearance of the Chinese version of Windows 1.3 excel 2003 toolbar simple start excel 2003 1.5 1.4 New 1.6 excel spreadsheet file to save the file to open excel spreadsheet file 1.7 1.8 out of excel 2003 column Chapter 2 lists features editor of excel cell selection and positioning 2.1...



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