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David Larson

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Excel

From Beginner To Expert - Master Your Excel Skills And Improve Productivity And Organization

Microsoft Excel is a potent asset included in the Microsoft office package, yet it's value is often under appreciated compared to the more commonly used Microsoft Word and Microsoft Powerpoint. Through Microsoft Excel you can easily create tables, perform complicated computations on data and create graphs. This down-to-earth and straight forward eBook will teach you how to use these basics features of Excel to perform essential tasks for educational and professional environments, allowing you to realize the potential of this previously ignored program.

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