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Learn Excel 2010 Essential Skills

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skills, good enough to impress any employer, but it doesn't confuse by attempting to teach skills that are not common in the workplace.

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Both IT professionals and absolute beginners will love this book because it avoids needless technical jargon and concisely explains everything you need in a simple and no-nonsense way. From the Back Cover Amongst other things you'll learn how to: Master Excel 2010's Fluent User Interface and Ribbon Understand the Excel 2010 file formats and when to use them Create your own formulas with the Formula AutoComplete feature Use the new Excel 2010 Versions feature to recover lost data Create ...

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7 Essential Excel Skills Every Marketer Should Learn

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