



Excel Essentials: A Guide for Real-Life Users (Not Technicians!) (Paperback)

By George W Rumsey

Createspace, United States, 2014. Paperback. Condition: New. Language: English . Brand New Book ***** Print on Demand *****. This short instructional manual is not meant to be exhaustive guide to Microsoft Excel. Rather, it acts as a compass, pointing readers toward key concepts, terms, and commands needed to use Excel effectively and navigate spreadsheets efficiently. It is geared towards users of Excel 2013/365, but is also appropriate for Excel 2010. It also is not intended for a technical audience, but for the beginner to intermediate user who is self-taught or struggling. Explanations and examples are kept simple and straightforward, with ample illustrations and descriptions.

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