

1. Investigating in a systematic way: examining-

2. Searching into or ranging over for the purpose of discovery

Microsoft®

# Excel 2013

INTRODUCTORY



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## **Exploring Microsoft Excel 2013 Introductory Exploring For Office 2013**

Mary Anne Poatsy, Cynthia Krebs, Eric Cameron, Robert T. Grauer

#### **Exploring Microsoft Excel 2013 Introductory Exploring For Office 2013:**

**Exploring** Mary Anne Poatsy, Keith Mulbery, Robert Grauer, 2013-06-28 Ideal for students and individuals seeking an introduction to Microsoft Excel 2013 The Exploring series charts readers beyond the point and click helping them understand WHY they use Microsoft Office skills along with HOW they perform them The latest edition provides an easy to follow map through each chapter to help readers learn study and review efficiently and be successful in this class and beyond The entire approach allows students to map their way guickly and easily through the book focusing on the key objectives and using their own efficient study habits as a model for success Teaching and Learning Experience This program will provide a better teaching and learning experience for you and your students Here's how Personalize Learning MyITLab delivers proven results in helping students succeed provides engaging experiences that personalize learning and comes from a trusted partner with educational expertise and a deep commitment to helping students and instructors achieve their goals Move Beyond the Point and Click Students can move beyond the basics of the software at a faster pace without sacrificing coverage of fundamental skills Extend Learning Beyond the Classroom A lot of learning takes place outside of the classroom and the Exploring series provides learning tools that students can access anytime anywhere Exploring Microsoft Access 2013, Introductory Mary Anne Poatsy, Cynthia Krebs, Eric Cameron, Robert T. Grauer, 2013-08-22 This is the eBook of the printed book and may not include any media website access codes or print supplements that may come packaged with the bound book This book covers introductory Access Move students beyond the point and click The goal of the Exploring series is to move students beyond the point and click to understanding the why and how behind each skill And because so much learning takes place outside of the classroom this series provides learning tools that students can access anywhere any time Students go to college now with a different set of skills than they did years ago With this in mind the Exploring series seeks to move students beyond the basics of the software at a faster pace without sacrificing coverage of the fundamental skills that everyone needs to know NOTE Before purchasing check with your instructor to ensure you select the correct ISBN Several versions of Pearson's MyLab Mastering products exist for each title and registrations are not transferable To register for and use Pearson's MyLab Mastering products you may also need a Course ID which your instructor will provide Used books rentals and purchases made outside of Pearson If purchasing or renting from companies other than Pearson the access codes for Pearson's MyLab Mastering products may not be included may be incorrect or may be previously redeemed Check with the seller before completing your purchase Microsoft Office Home and Student 2013 Step by Step Beth Melton, Mark Dodge, Echo Swinford, Ben Schorr, 2013-05-15 The smart way to learn Microsoft Office Home and Student 2013 one step at a time Experience learning made easy and quickly teach yourself how to get more done with Microsoft Word Excel PowerPoint and OneNote With Step by Step you set the pace building and practicing the skills you need just when you need them Use Office anywhere with touch enabled devices Save time and work more easily with templates Make

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