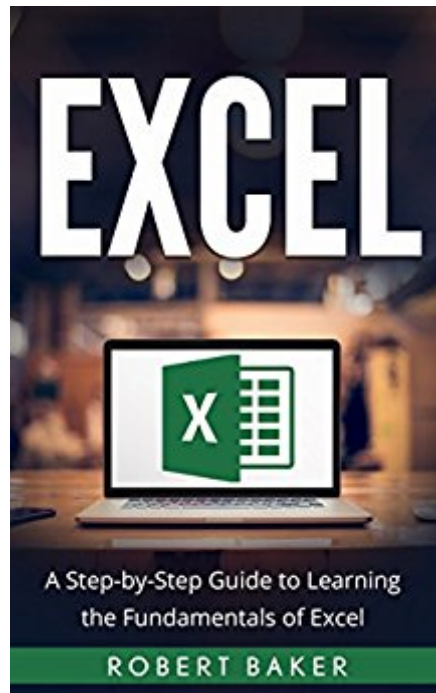The book was found

Excel: A Step-by-Step Guide To Learning The Fundamentals Of Excel

Synopsis

Excel ... Start Learning Today! If you are unsure of how to use Excel, but you want to get ahold of the knowledge for school, work, or for personal reasons; you need this book. From basics to pro, you will be guided through a process of learning how to maneuver and create worksheets with the great program, Excel. Included is a chapter with an extensive function and formula list that will help you memorize how to get work done faster than your co-workers, more tweaked than your school peers, and keep yourself organized like no other family. Learn Excel now to set you apart from the others that claim they know what they are doing! This book is your guide to being an Excel Guru. Here Is A Preview Of What You'll Learn In This Book...   Navigating through the Excel Program How to use the Most Used Functions in Excel Helpful shortcuts that will save a lot of your valuable time   How to use Macros to stop repeating steps and Much More!

Book Information

File Size: 1172 KB

Print Length: 61 pages

Simultaneous Device Usage: Unlimited

Publication Date: August 17, 2016

Sold by:Ã Â Digital Services LLC

Language: English

ASIN: B01KL51SEU

Text-to-Speech: Enabled

X-Ray: Not Enabled

Word Wise: Not Enabled

Lending: Not Enabled

Enhanced Typesetting: Enabled

Best Sellers Rank: #56,139 Paid in Kindle Store (See Top 100 Paid in Kindle Store)   #2 inÃ Â Kindle Store > Kindle eBooks > Nonfiction > Science > Mathematics > Pure Mathematics > Functional Analysis   #6 inÃ Â Books > Science & Math > Mathematics > Pure Mathematics > Functional Analysis   #11 inÃ Â Kindle Store > Kindle Short Reads > 90 minutes (44-64 pages) > Science & Math

Customer Reviews

Being a beginner at excel this book was the perfect guide. I now understand the basics of this software. The author broke down each step to simple form, focusing on functions, formulas and

shortcuts. I am not the best with technology/ programs but I found no confusion with this guide. Great informative book for beginners!

Microsoft Excel is not just only for business purposes, it can be also for learning purposes. In Excel program, we can also learn from its techniques and also the same from its program.Excel organized your data easily without any hassal. An informative book!

The book is very breif and has very basic information on excel. I wasted my money buying this book, literally I knew everything In the book already. Don't get this book, you can go online and get better advice and help.

Great guide to Excel by Robert Baker. I always had a hard time understanding Excel and its benefits. This book helped me getting started and understanding the basics, only to do more complicated calculations now that I have read it. Good stuff!

This book is exactly what the title says it is, a step by step guide to learning the fundamentals of Excel. This book is easy to understand and very informative. A highly recommended resource if you need to work with the Excel program.

Everybody knows Excel, but very few people can handle it well. Thanks to this book, I learned the basics of Excel. Book contains all the most important information about the Excel and I can honestly recommend it to anyone.

Excellent book! This book is very helpful for me to learn Excel! The author gives a well explanation for knowledge of excel. It guides me from a beginner to an expert. Very easy to understand, Well written!

I always was bad at understanding how Excel works but this book step-by-step guide helped tremendously. Pick this up and you can learn excel too.

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