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*Elizabeth Eisner Reding*

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This Microsoft Office 2007 Illustrated Series book will appeal to all the learners in your classroom, from the computer hotshots to the computer rookies. It covers the essential information that students need to know about how to use Microsoft Excel 2007. Our signature two-page spread design has been updated and refreshed to take full advantage of the new features of the Office 2007 software. This practical, easy to navigate book provides you with the essential knowledge you need to succeed in both the classroom and beyond.

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