



## Microsoft Excel 2013 Step by Step (Paperback)

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By Curtis D. Frye

Microsoft Press, U.S., United States, 2014. Paperback. Book Condition: New. 226 x 185 mm. Language: English . Brand New Book. The smart way to learn Excel 2013-one step at a time! Experience learning made easy-and quickly teach yourself how to manage, analyze, and present data with Excel 2013. With Step by Step, you set the pace-building and practicing the skills you need, just when you need them! Includes downloadable practice files and companion eBook. Discover how to: \* Work with Excel 2013 in touch mode \* Write formulas, create macros, and organize data \* Present data visually and add images to worksheets \* Consolidate multiple sets of data into a single workbook \* Analyze data using the Quick Analysis Lens \* Collaborate with colleagues and present workbooks online.

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