



## Marquee Series: Microsoft Office 2016: Workbook (Paperback)

By Nita Rutkosky, Denise Seguin, Audrey Rutkosky Roggenkamp

EMC Paradigm,US, United States, 2016. Paperback. Condition: New. Language: N/A. Brand New Book. Marquee Series: Microsoft Office 2016 offers your students a highly-effective, hands-on visual approach to learning the essential skills in Word, Excel, Access, and PowerPoint. Key Features: Incorporates graduated instruction to move students from easy, step-by-step learning to validating skills through realistic projects. Facilitates self-paced, accelerated, and traditional learning. Designed specifically for Introduction to Computers and Computer Literacy courses.



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