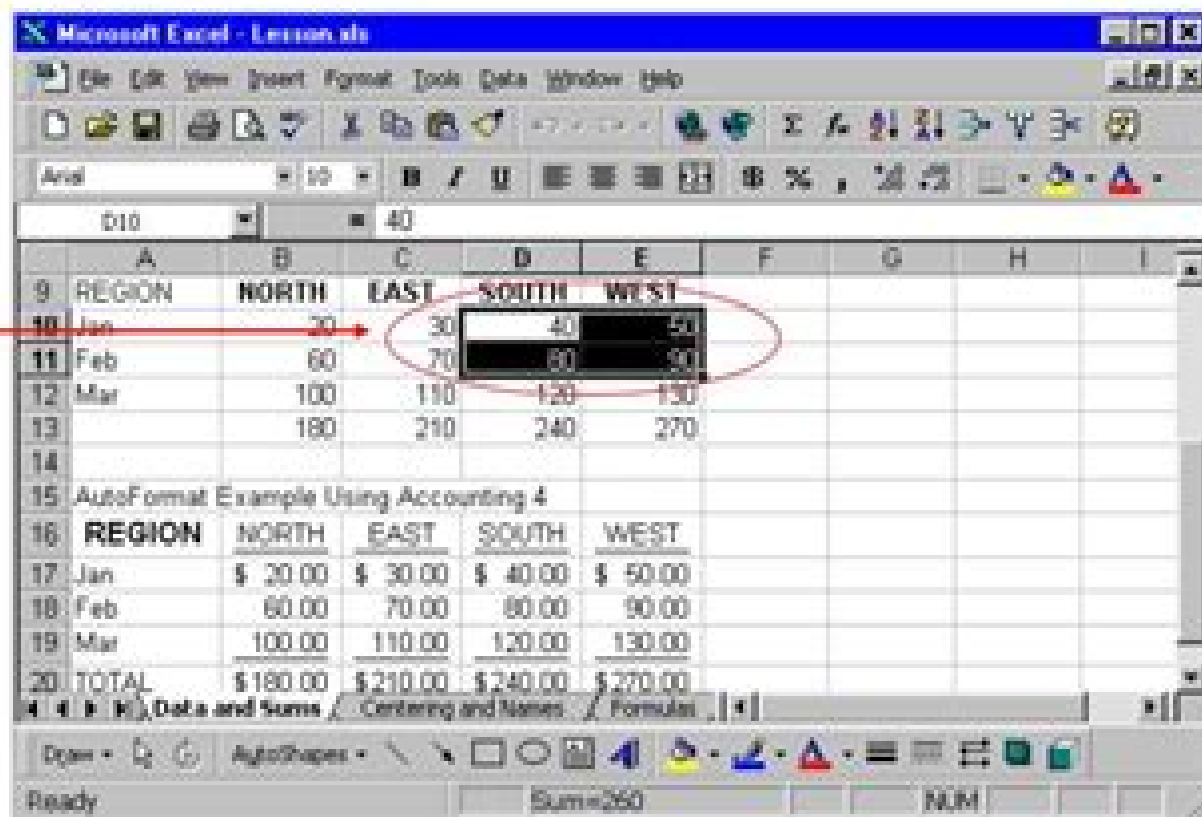


# Excel Lesson 3

## Clearing Cell Contents

- Select cells to be cleared by clicking left mouse button and dragging
- Select **Edit**, then **Clear**
- Choose All, or Formats, or Contents, or Comments



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**LP Steffe**



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**Microsoft Office XP** Pasewark and Pasewark Staff,2001-09      Microsoft Office 2003 Pasewark and Pasewark LTD.,William R. Pasewark,2005      Configuring Microsoft SharePoint 2010 Dan Holme,Alistair Matthews,2011 A preparation guide for the MCTS Microsoft Certified Technology Specialist certification for Microsoft SharePoint 2010      **Microsoft Excel Step by Step** Microsoft Corporation,1991 The workbook s 20 lessons coordinated with the examples on the disk teach users to apply the basic techniques for creating spreadhseets databases charts and macros The official courseware for Microsoft Excel for the IBM PC and compatibles      Microsoft Office XP Deborah Hinkle,Kathleen Stewart,Margaret Marple,2002-02 Provides students with real world context for learning software applications This work contains screen shots and displays of toolbar buttons that aid instruction It presents exercises in real life business situations to give students hands on experience It allows the instructors to tailor the program to teaching styles and student objectives      **Operation of Wastewater Treatment Plants** Kenneth D. Kerri,2008      Microsoft Office 2000 Introductory Course William Robert Pasewark,2000      **Microsoft Office 2003** Hart Davis,2004-07      Microsoft Office Excel 2003: A Professional Approach, Comprehensive Student Edition w/ CD-ROM Deborah Hinkle,Kathleen Stewart,2004-04-26 McGraw Hill Technology Education s Professional Approach Series presents exercises in real life business situations so students get hands on experience working on actual projects the best way to prepare them for the on the job challenges they ll face Each lesson contains up to 25 skill applications and 5 end of unit skill applications that take students from simple to complex situations The Office 2003 texts complete instruction in all skill sets and activities for the appropriate Microsoft Office Specialist Certification MOS Exams      **Microsoft Excel 97 Step by Step** Catapult, Inc,1996 With this book and Microsoft Excel 97 you ll learn to enter and format your data and write formulas create a template to speed up your work make your worksheets available over the Internet or Intranets with FrontPage manage your tasks with the help of Outlook consolidate data from several worksheets into one and much more This book provides complete preparation for the Certified Microsoft Office User Proficient exam      **Excel 2002: Core, Annotated Instructor Edition with CD-ROM** Hinkle,Kathleen Stewart,2001-11      **Microsoft Excel 2000 Basics** Patty Winter,1999      *Getting It Right Teacher Support Packs 2 Levels 4-5* Alison Page,Tristram Shepard,2000 This teacher s support pack is one of a series of support materials and textbooks designed to help pupils to develop their IT capability and apply ICT across all subject areas It aims to explain how to use word processing spreadsheet database control graphics and communications software as well as how to solve problems and develop IT capability including the use of ICT to find things out to develop ideas and make things happen to share information and to review modify and evaluate work as it progresses This pack provides a wide range of support resources for pupils and teachers including Units of work Lesson plans worksheets support and extension and cross curricular applications Assessment resources are unit tasks assessment checklists and evaluation sheets      MCTS Self-Paced Training Kit (Exam

70-667) Dan Holme, Dan Holme and Alistair Matthews, 2011      **Microsoft Excel 5.0 for Windows** Sandra Cable, 1996

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