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Excel 2019 For Dummies Greg Harvey, 2018-09-28. The bestselling Excel book on the market now in a new edition covering the latest version of Excel. Excel is the spreadsheet and data analysis tool of choice for people across the globe who utilize the Microsoft Office suite to make their work and personal lives easier. It is estimated that 1 in 7 people on the planet use Microsoft Office. If you're one of them and want to get up to speed on the latest changes in Excel, you've come to the right place. *Excel 2019 For Dummies* has been updated to reflect the major changes and features made to Excel and covers everything you need to know to perform any spreadsheet task at hand. It includes information on creating and editing worksheets, formatting cells, entering formulas, creating and editing charts, inserting graphs, designing database forms, adding database records, using seek and find options, printing, adding hyperlinks to worksheets, saving worksheets as web pages, adding existing worksheet data to an existing webpage, pivot tables, pivot charts, formulas and functions, Excel data analysis, sending worksheets via e-mail, and so much more. Get to know the new Excel interface. Become a pro at the spreadsheet and data analysis tool that's available as part of the Microsoft Office suite. Find time-tested and trusted advice from bestselling author and expert Greg Harvey. Use Excel to streamline your processes and make your work life easier than ever before. Written by a bestselling author and seasoned educator, *Excel 2019 For Dummies* makes it easier than ever to get everything out of this powerful data tool.

Excel 2016 All-in-One For Dummies Greg Harvey, 2015-10-30. Your one-stop guide to all things Excel 2016. *Excel 2016 All in One For Dummies*, the most comprehensive Excel reference on the market, is completely updated to reflect Microsoft's changes in the popular spreadsheet tool. It offers you everything you need to grasp basic Excel functions such as creating and editing worksheets, setting up formulas, importing data, performing statistical functions, editing macros with Visual Basic and beyond. In no time, your Excel skills will go from meh to excellent. Written by expert Greg Harvey, who has sold more than 4.5 million copies of his previous books combined and has taught and trained extensively in Microsoft Excel, this all-encompassing guide offers everything you need to get started with Excel. From generating pivot tables and performing financial functions to performing error trapping and building and running macros, and everything in between, this hands-on, friendly guide makes working with Excel easier than ever before. Serves as the ideal reference for solving common questions and Excel pain points quickly and easily. Helps to increase productivity and efficiency when working in Excel. Fully updated for the new version of Excel. Covers basic and more advanced Excel topics. If working in Excel occasionally makes you want to scream, this will be the dog-eared dust-free

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