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Harvey,2013-06-10T00:00:00+02:00 Non avete la minima intenzione di dedicare la vostra vita allo studio di Excel ma dovete sfruttarne alcune funzionalit Avete trovato il libro che fa per voi Questa guida interamente aggiornata a Excel 2013 vi spiega come usare il programma dalle basi introducendo passo passo una nuova caratteristica dal creare modificare e stampare un foglio di calcolo fino a presentare i vostri dati in modo piacevole e professionale e molto altro ancora Spostarsi tra gli elementi familiarizzate con il Ribbon la barra di accesso rapido la barra delle Formule e altri elementi di Excel Quelle malefiche formule e funzioni imparate cosa sono e come usarle al meglio Le modifiche scoprite i vari modi per selezionare e formattare le celle scegliere i formati per i numeri e personalizzare i caratteri Manutenzione di base tenete i vostri dati in ordine e i vostri documenti aggiornati Lavorare con i dati create tabelle Pivot e scenari che vi permettano di usare l'analisi di simulazione per le vostre informazioni Un tocco di classe trasformate i vostri dati in grafici dall'aspetto professionale ma semplici da interpretare **Office 2013 ELearning Kit For Dummies** Faithe Wempen,2014-02-10 Explains how to effectively utilize the latest version of the integrated software package covering Word Excel Outlook and PowerPoint *New Perspectives on Microsoft Excel 2013, Introductory* June Jamrich Parsons,Dan Oja,Roy Ageloff,Patrick Carey,Carol DesJardins,2013-07-29 With proven pedagogy that emphasizes critical thinking problem solving and in depth coverage New Perspectives helps students develop the Microsoft Office 2013 skills they need to be successful in college and beyond Updated with all new case based tutorials New Perspectives Microsoft Excel 2013 continues to engage students in applying skills to real world situations making concepts relevant A new Troubleshoot case problem enhances critical thinking and a new tutorial on Managing Your Files helps students navigate Windows 8 As always New Perspectives improves learning outcomes and transference of skills by helping students understand why what they re learning is important Important Notice Media content referenced within the product description or the product text may not be available in the ebook version

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The Top Books of the Year Microsoft Word And Excel 2013 Pocket Primer The year 2023 has witnessed a remarkable surge in literary brilliance, with numerous engrossing novels enthralling the hearts of readers worldwide. Lets delve into the realm of popular books, exploring the fascinating narratives that have captivated audiences this year. The Must-Read : Colleen Hoover's "It Ends with Us" This poignant tale of love, loss, and resilience has captivated readers with its raw and emotional exploration of domestic abuse. Hoover masterfully weaves a story of hope and healing, reminding us that even in the darkest of times, the human spirit can succeed. Uncover the Best : Taylor Jenkins Reids "The Seven Husbands of Evelyn Hugo" This captivating historical fiction novel unravels the life of Evelyn Hugo, a Hollywood icon who defies expectations and societal norms to pursue her dreams. Reids compelling storytelling and compelling characters transport readers to a bygone era, immersing them in a world of glamour, ambition, and self-discovery. Discover the Magic : Delia Owens "Where the Crawdads Sing" This mesmerizing coming-of-age story follows Kya Clark, a young woman who grows up alone in the marshes of North Carolina. Owens crafts a tale of resilience, survival, and the transformative power of nature, entrancing readers with its evocative prose and mesmerizing setting. These top-selling novels represent just a fraction of the literary treasures that have emerged in 2023. Whether you seek tales of romance, adventure, or personal growth, the world of literature offers an abundance of captivating stories waiting to be discovered. The novel begins with Richard Papen, a bright but troubled young man, arriving at Hampden College. Richard is immediately drawn to the group of students who call themselves the Classics Club. The club is led by Henry Winter, a brilliant and charismatic young man. Henry is obsessed with Greek mythology and philosophy, and he quickly draws Richard into his world. The other members of the Classics Club are equally as fascinating. Bunny Corcoran is a wealthy and spoiled young man who is always looking for a good time. Charles Tavis is a quiet and reserved young man who is deeply in love with Henry. Camilla Macaulay is a beautiful and intelligent young woman who is drawn to the power and danger of the Classics Club. The students are all deeply in love with Morrow, and they are willing to do anything to please him. Morrow is a complex and mysterious figure, and he seems to be manipulating the students for his own purposes. As the students become more involved with Morrow, they begin to commit increasingly dangerous acts. The Secret History is a masterful and gripping novel that will keep you speculating until the very end. The novel is a cautionary tale about the dangers of obsession and the power of evil.

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