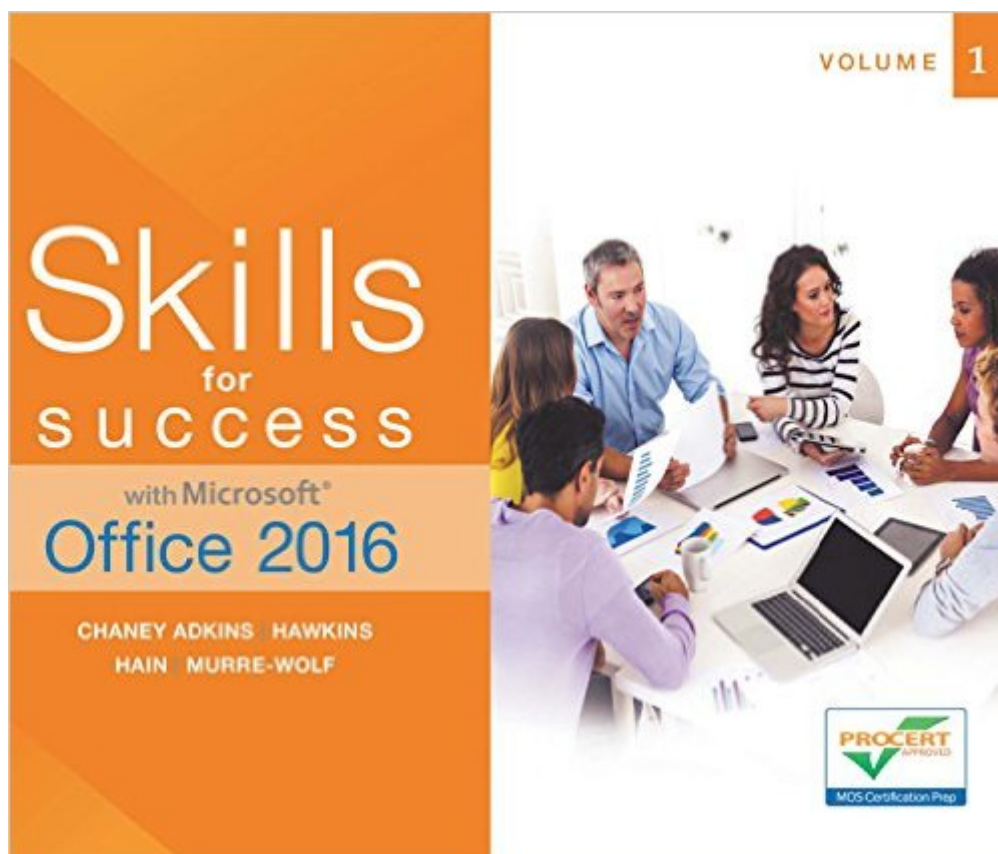


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# Skills For Success With Office 2016 Volume 1 (Skills For Success For Office 2016 Series)



## Synopsis

This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book.   Â  Designed for a new generation of learners   Â  Skills for Success teaches students the way they prefer to learn softwareâinstead of reading big blocks of text, they’d rather see and do. Using the hallmark visual layout, students complete an entire skill in just two pages. Step-by-step instructions are aligned with full size screens image to guide students as they progress through each new skill. No matter what device they are usingâdesktop or tabletâor their current skill level, students will learn what they need to get started quickly.

## Book Information

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