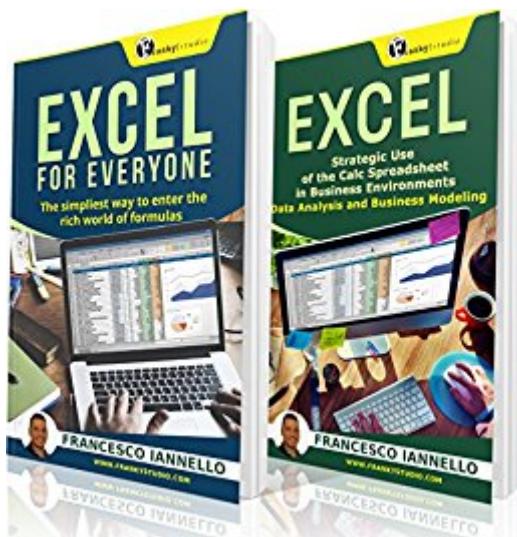


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# **EXCEL: From Beginner To Expert - 2 Manuscripts + 2 BONUS BOOKS - Excel For Everyone, Data Analysis And Business Modeling (Functions And Formulas, Macros, MS Excel 2016, Shortcuts, Microsoft Office)**



## Synopsis

â†â†â† 2 EXCEL BOOKS + 2 FREE BONUS BOOKS INCLUDED!â†â†â† Download Now! Do You Want to Learn How to Master Excel? Get this Book and Follow My Step by Step Explanations! This Excel Bundle Contains: Excel for Everyone - The Simplest Way to Enter the Rich World of the Calc Spreadsheet, Excel - Strategic Use of the Calc Spreadsheet in Business Environment, Data Analysis and Business Modeling, Excel for Everyone: The Simplest Way to Enter the Rich World of Formulas, When looking for the type of job that will help you get ahead in the world, one reoccurring skill gets asked about time, after time, after time. Despite the prevalence of spreadsheet software on every business computer for nearly 30 years, many people are still confounded when it comes to even completing basics tasks in Microsoft Excel. If you are tired of working harder, not smarter, then Excel for Everyone: The Simplest Way to Enter the Rich World of the Calc Spreadsheet is the book you have been waiting for. This book is written for those who have heard about Excel and how useful it is for years, if not decades and are finally ready to take the plunge and learn everything there is to know about Excel basics. It describes everything you need to know when it comes to understanding what Excel is for and when to use it for the best results.

Contents

Chapter 1: Understanding Excel

Chapter 2: Primary Interactions with Excel

Chapter 3: Sorting and Filtering Data

Chapter 4: All about Formulas and Functions

Chapter 5: Sharing Your Work

Chapter 6: Error Messages and Bonus Tips

And moreâ†Excel: Strategic Use of the Calc Spreadsheet in Business Environment, Data Analysis and Business Modeling. Spreadsheets and the programs that create them are as common in the business world as cubicles and yet many people still don't know how to take full advantage of the software they use to create these ever-present files; despite the fact that it could ultimately save them time, headaches, even money in the long run. If you want to ensure you are getting the most out of your spreadsheet software then, Excel: Strategic Use of the Calc Spreadsheet in Business Environments, Data Analysis and Business Modeling is the book you have been waiting for. This book is written for those who are already familiar with all of the basics that these programs have to offer and are looking to take their game to another level. It describes everything you need to know when it comes to time saving things like making the most of Vertical or Horizontal Lookup features, productivity macros and the spreadsheet program's extensive filter function.

Contents

Chapter 1: Data Validation Functioning

Chapter 2: Conditional Formulas

Chapter 3: Matrix Functions

Chapter 4: Vertical Lookup/Horizontal Lookup

Chapter 5: Management of the Name Box

Chapter 6: Filters

Chapter 7: Pivot Tables

Chapter 8: Make the Most of Macros

Chapter 9: Modeling Management

Chapter 10: Power View

Take action before price raises!

## Book Information

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## Customer Reviews

well written .really like this book.Actually This book is written for those who have heard about Excel and how useful it is for years, if not decades and are finally ready to take the plunge and learn everything there is to know about Excel basics and It describes everything you need to know when it comes to understanding what Excel is for and when to use it for the best results.it help me a lot to learn excel.mostly i have to work on excel and this book help me to recover my weakness on excel.i must recommend this book.

This book was great. Very clear, and pretty much all you ever need to begin using Excel to all areas of your life, from business to household budgeting. It contained all the important formulas, and they were communicated in a very clear manner.

This book goes over most of the ways a person can interact with the cells in a spreadsheet or worksheet. The author covers such things as formatting cells, sorting and filtering data, creating a table, using text, using formulas (since these formulas are confusing to me, I found this section to be

especially valuable), how to create charts and graphs--just to name a few of things covered. The most important thing about this book is the instructions are clearly written and easy to follow. A guide book on using excel (or any software or app) is not much use if it is not easy to follow. The second book included goes into more of the business functionality of excel--great for the business person. All in all, I've got to say the books in this collection deliver. If you want to learn more about MS Excel, I'm please to recommend this collection of books to you.

I have never read such an easy, but comprehensive Excel learning book in my life. This is a perfect guide to learn the basic purposes of the program and how it can help you be more effective in a number of different ways. From there you will learn about the primary ways to interact with Excel, how to sort and filter complex data, formulas and functions effectively, how to print and create graphs and how to understand common error messages and how to avoid them. Master Excel program easily and boost your career and business.

Excel is a useful program which teachers use for making grades. I am a teacher and I wanted to expand my learning about excel. This book has guide me through. It teaches me on how to use excel in an easy way without stressing too much. I also like this book for I can understand what is written. It is clear and a well written book. All I wanted to learn about excel like shortcuts, proper keys to use, can all be found in this book.

This is a very useful book and I find it easy to understand and cope up with its explanations and examples. It taught me everything from basic to advanced levels of its features and formulas. I enjoyed discovering new things that Excel can do for me that I never knew before.

This manuscript is what I wanted. Excel is one of the tools that is being used commonly in today's world. I learned so much from the books. I never thought the Calc Spreadsheet can be this awesome and helpful in my job. Thanks to my friend who recommended this book to me.

Excel has always been a nightmare for me! I have constantly struggled with it. Now that I have a job where Excel skills are required of me I need to brush up my skills. I found this book on a free promo and highly recommend it. Easy to understand and very informative

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