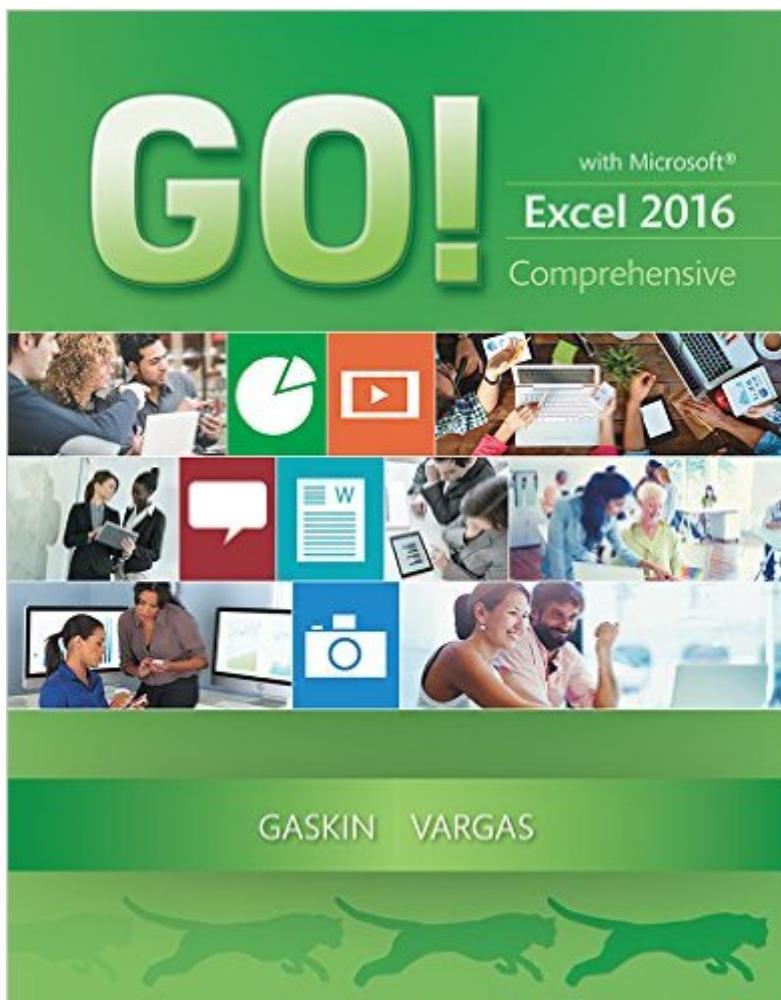


The book was found

GO! With Microsoft Excel 2013 Comprehensive (GO! 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. Teach the course YOU want in LESS TIME! In today's fast-moving, mobile environment, the GO! with Office 2016 series focuses on the job skills needed to succeed in the workforce. With job-related projects that put Microsoft Office® into context, students learn the how and why at the moment they need to know, all in the appropriate Microsoft procedural syntax. For Office 2016, the hallmark guided-practice to skill-mastery pathway is better than ever. Students have many opportunities to work live in Microsoft Office to apply the skills they've learned. In addition, instructional projects are now available as grader projects in MyITLab, so students can work live in Office while receiving auto-graded feedback. These high-fidelity simulations match the text and provide an effective pathway for learning, practicing, and assessing their abilities. After completing the instructional projects, students can apply their skills with a variety of progressively challenging projects that require them to solve problems, think critically, and create on their own. New GO! Collaborate with Google projects allow students to apply their skills to a new environment that is already popular in many workplaces. Integrated Microsoft Office Specialist (MOS) objectives make GO! your one resource for learning Office, gaining critical productivity skills, and prepare for MOS certification. Also available with MyITLab MyITLab® is an online homework, tutorial, and assessment program designed for Information Technology (IT) courses, to engage students and improve results. HTML5 Simulation exercises and Live-in-Application Grader projects come with the convenience of auto-grading and instant feedback, so students learn more quickly and effectively, and build the critical skills needed for college and career success. Digital badges allow students to showcase their Microsoft Office or Computer Concepts competencies, keeping them motivated and focused on their future careers. Note: You are purchasing a standalone product; MyITLab does not come packaged with this content. Students, if interested in purchasing this title with MyITLab, ask your instructor for the correct package ISBN and Course ID. Instructors, contact your Pearson representative for more information.

Book Information

File Size: 153077 KB

Print Length: 752 pages

Simultaneous Device Usage: Up to 2 simultaneous devices, per publisher limits

Publisher: Pearson; 1 edition (May 23, 2016)

Publication Date: May 23, 2016

Sold by: Digital Services LLC

Language: English

ASIN: B01HCZJBA0

Text-to-Speech: Not enabled

X-Ray: Not Enabled

Word Wise: Not Enabled

Lending: Not Enabled

Enhanced Typesetting: Not Enabled

Best Sellers Rank: #194,254 Paid in Kindle Store (See Top 100 Paid in Kindle Store) #17 in Kindle Store > Kindle eBooks > Business & Money > Skills > Office Automation #47 in Books > Business & Money > Processes & Infrastructure > Office Automation #151 in Books > Computers & Technology > Software > Microsoft > Microsoft Excel

[Download to continue reading...](#)

Office 2016 For Beginners- The PERFECT Guide on Microsoft Office: Including Microsoft Excel Microsoft PowerPoint Microsoft Word Microsoft Access and more! Your Office: Microsoft Excel 2016 Comprehensive (Your Office for Office 2016 Series) Enhanced Microsoft Excel 2013: Comprehensive (Microsoft Office 2013 Enhanced Editions) GO! with Microsoft PowerPoint 2013 Brief, GO! with Microsoft Excel 2013 Brief, GO! with Microsoft Access 2013 Brief Exploring Microsoft Office Excel 2016 Comprehensive (Exploring for Office 2016 Series) Your Office: Microsoft Office 2016 Volume 1 (Your Office for Office 2016 Series) 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) Your Office: Microsoft Access 2016 Comprehensive (Your Office for Office 2016 Series) Exploring: Microsoft Excel 2013, Comprehensive (Exploring for Office 2013) GO! with Microsoft Excel 2013 Comprehensive (GO! for Office 2016 Series) Enhanced Microsoft Office 2013: Introductory (Microsoft Office 2013 Enhanced Editions) Enhanced Microsoft PowerPoint 2013: Comprehensive (Microsoft Office 2013 Enhanced Editions) Enhanced Microsoft Access 2013: Comprehensive (Microsoft Office 2013 Enhanced Editions) GO! with Microsoft Excel 2016 Comprehensive (GO! for Office 2016 Series) Exploring Microsoft Office Access 2016 Comprehensive (Exploring for Office 2016 Series) Programming Microsoft Office 365 (includes Current Book Service): Covers Microsoft Graph, Office 365 applications, SharePoint Add-ins, Office 365 Groups, and more (Developer Reference) Shelly Cashman Series Microsoft Office 365 & Excel 2016: Comprehensive Shelly

Cashman Series Microsoft Office 365 & Excel 2016: Comprehensive, Loose-leaf Version Exploring: Microsoft Office 2013, Plus (Exploring for Office 2013) Exploring Microsoft SharePoint for Office 2013, Brief (Exploring for Office 2013)

[Dmca](#)