

Master Visually Excel 201

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see your way to super spreadsheets with excel 2010 and this visual guide if you re always hearing about the cool things that excel can do here s your chance to see how to do them with pages of full color step by step instructions and crystal clear screen shots this guide shows you how to get the most out of excel 2010 the book covers all the basics as well as excel 2010 s new features and functions including a new interface and better collaboration tools crunch and chart your data over a network over the or at home helpful tips on every page will get you there even faster provides a clear look at excel 2010 the newest version of the world s leading spreadsheet application from microsoft and part of the new microsoft office 2010 suite demonstrates how to create spreadsheets and charts filter and sort data work with pivottable and present your data on a network on the or on your laptop explores all features and functions in full color pages packed with screen shots and other visual graphics that clearly show you how to accomplish tasks includes practical examples tips and advice on how to use all the tools more effectively get the very most out of excel 2010 with this easy to follow guide

the step by step visual way to learn excel 2013 excel can be complicated but this visual guide shows you exactly how to tackle every essential task with full color screen shots and step by step instructions you ll see exactly what each step should look like as you learn to use all the new tools in this latest release of the world s most popular spreadsheet program in easy two page lessons author paul mcfedries shows you how to organize present analyze and chart data over the web or on a network the visual learning system is perfect for teaching excel previous editions of this book have sold more than 230 000 copies covers common excel 2013 tasks such as creating spreadsheets and charts filtering and sorting data and working with pivottables provides step by step instructions for each task each step is

illustrated with full color screenshots teach yourself visually excel 2013 offers visual learners the ideal way to master this popular but complex spreadsheet program

while many users need excel just to create simple worksheets many businesses and professionals rely on the advanced features of excel to handle things like database creation and data analysis whatever project you have in mind this visual guide takes you through what each step should look like

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like all charts pivotcharts show complex data at visually and quickly the benefit of pivotcharts is dynamic analysis these examples show how to organize information as a chart excel includes a number of advanced chart types for displaying complex statistical or hierarchical data visually advanced chart types include map treemap sunbursts histogram combo box and whisker and funnel charts

a follow on to astd s best selling astd handbook for workplace learning professionals the astd handbook of measuring and evaluating training includes more than 20 chapters written by preeminent practitioners in the learning evaluation field this practical how to handbook covers best practices of learning evaluation and includes information about using technology and evaluating e learning broad subject areas are evaluation planning data collection data analysis and measurement and evaluation at work

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