



## Shelly Cashman Series (R) Microsoft (R) Office 365 Office 2016: Advanced (Paperback)

By Steven Freund, Misty Vermaat, Philip J. Pratt

Cengage Learning, Inc, United States, 2016. Paperback. Condition: New. Language: English. Brand New Book. Discover how to fully utilize the most advanced new features within the latest version of Microsoft (R) Office with the focused approach found in Shelly Cashman Series (R) MICROSOFT (R) OFFICE 365 OFFICE 2016: ADVANCED. This new edition is part of the acclaimed Shelly Cashman Series (R) that has effectively introduced computer skills to millions of students like you. Shelly Cashman Series (R) MICROSOFT (R) OFFICE 365 OFFICE 2016: ADVANCED continues the Series strong history of innovation with an enhanced learning approach designed to address your needs, no matter what your learning style. A trademark step-by-step, screen-by-screen approach helps expand your understanding of the most sophisticated features within Microsoft (R) Office 2016 through experimentation, critical thought, and personalization. This new edition delivers some of today s most effective educational materials specifically designed to capture your attention, improve retention, and prepare you for success in working with Microsoft (R) Office 2016.



## Reviews

This book is definitely not straightforward to get started on studying but extremely exciting to read. It is really simplistic but shocks in the 50 percent of the ebook. Once you begin to read the book, it is extremely difficult to leave it before concluding.

-- Ally Reichel

This publication is amazing. It is definitely basic but shocks in the fifty percent of your publication. You wont feel monotony at anytime of your own time (that's what catalogues are for concerning if you question me).

-- Prof. Kirk Cruickshank DDS