Silver Surfers' Colour Guide to Word Processing

By Wendy Hobson

W Foulsham & Co Ltd. Paperback. Book Condition: new. BRAND NEW, Silver Surfers' Colour Guide to Word Processing, Wendy Hobson, This is a picture-packed approach that demystifies everything. Screen shots show you what your screen should look like and I have included plenty of pictures to show you which buttons to press. Uniquely, I have also included don't worry boxes, so that you just learn without any worries. I focus on teaching you the essential basics that get the jobs done quickly and turn you into a confident, proficient word processor.

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Reviews

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