

Genuine the Specials] office assistant training tutorial Asians (L105)(Chinese Edition)



Filesize: 2 MB

Reviews

Extensive guideline! Its such a great go through. It is definitely basic but surprises in the 50 % of the pdf. It is extremely difficult to leave it before concluding, once you begin to read the book.
(Fernando Hahn)

GENUINE THE SPECIALS] OFFICE ASSISTANT TRAINING TUTORIAL ASIANS (L105)(CHINESE EDITION)

DOWNLOAD



paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date :2002-09-10 Pages: 322 Publisher: scientific publishing buyers Please note: software download data does not match the cover picture in order to prevail in kind in order to the basic information column prevail. garbled content. Basic Information Title: office assistant training tutorial original price: 23 yuan of: Orientals China Press: Science Publishing Publication Date :2002-9-10 morning 00:00:00 ISBN: 9787030096647 words: Page: 322 Edition: 1 Binding: Paperback: Weight: Editor's Summary Chapter 1 the basic operation of the Office 2000 1.1 Office Overview 1.2 start Office 2000 various exit 1.3 program window 1.5 1.4 Office 2000. Office 2000 Shortcut Bar Office 2000 1.6 tips and assistant 1.7 1.8 Exercises Chapter 2 Word 2000 basic function 2.1 document new and open documents saved 2.2 basic editing operations 2.3 2.4 close the document 2.5 Basic editing functions 2.6 2.7 document view mode print 2.8 2.9 Exercises Chapter 3 The various the typesetting operating 3.1 characters in Word 2000 the typesetting 3.2 paragraph to typesetting 3.3 page to typesetting 3.4 advanced typographic skills 3.5 3.6 Exercises Chapter 4 in-depth learning Word 2000 4.1 graphic typesetting 4.2 use form 4.3 Word 2000 advanced functions 4.4 4.5 practice Chapter 5 Accounting Office Assistant Excel 2000 5.1 Excel 2000 Basic functions and operations 5.2 to create a worksheet 5.3 processing worksheet 5.4 formula and charts data manipulation 5.6 5.5 Excel 2000 5.7 Exercises Chapter 6 demo Star PowerPoint 2000 6.1 PowerPoint 2000's basic functions and basic operations 6.2 6.3 presentation to create a presentation editing and modification 6.4 slide show 6.5 slide printing and packaging 6.6 problem 6.7 Exercises Chapter 7 Information Management Center Outlook 2000 7.1 Outlook 2000. the basic functions and operations 7.2...



[Read Genuine the Specials\] office assistant training tutorial Asians \(L105\)\(Chinese Edition\) Online](#)



[Download PDF Genuine the Specials\] office assistant training tutorial Asians \(L105\)\(Chinese Edition\)](#)

Relevant eBooks



TJ new concept of the Preschool Quality Education Engineering: new happy learning young children (3-5 years old) daily learning book Intermediate (2) (Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Paperback. Pub Date :2005-09-01 Publisher: Chinese children before making Reading: All books are the...

[Save Book »](#)



TJ new concept of the Preschool Quality Education Engineering the daily learning book of: new happy learning young children (3-5 years) Intermediate (3)(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Paperback. Pub Date :2005-09-01 Publisher: Chinese children before making Reading: All books are the...

[Save Book »](#)



TJ new concept of the Preschool Quality Education Engineering the daily learning book of: new happy learning young children (2-4 years old) in small classes (3)(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Paperback. Pub Date :2005-09-01 Publisher: Chinese children before making Reading: All books are the...

[Save Book »](#)



JA] early childhood parenting :1-4 Genuine Special(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Paperback. Pub Date :2006-01-01 Pages: 179 Publisher: the China Pictorial Our book is all...

[Save Book »](#)



Edge] the collection stacks of children's literature: Chunhyang Qiuyun 1.2 --- Children's Literature 2004(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Paperback. Pub Date: 2005 Pages: 815 Publisher: the Chinese teenager Shop Books all book....

[Save Book »](#)