



Mein Business, mein Büro, mein Mac

By Stephan Lamprecht

Dpunkt.Verlag Gmbh Mrz 2013, 2013. Taschenbuch. Condition: Neu. Neuware - Das Buch zeigt Unternehmern, Selbstständigen und Existenzgründern, wie sich der Mac effizient im Beruf nutzen lässt. Dabei werden alle wesentlichen Arbeiten, wie sie täglich in nahezu allen Büros anfallen, berücksichtigt: von der Organisation von Dokumenten über die eigene Arbeitsplanung bis hin zur Erledigung der Finanzen. Der Autor bleibt nicht an der theoretischen Oberfläche, sondern lädt mit vielen Workshops und Anleitungen zum Mitmachen und Nachahmen ein. Apple-Einsteigern wird der Start mit dem Mac erleichtert, Profis optimieren mit dem Buch ihre IT-Abläufe. 198 pp. Deutsch.



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