



No Stress Tech Guide to Microsoft Works 8 8.5

By Indera Murphy

Tolana Publishing. Paperback. Book Condition: New. Paperback. 332 pages. Dimensions: 10.7in. x 8.2in. x 1.0in. The fastest and easiest way to overcome an obstacle is to have someone who has been there, to be by your side every step of the way. That is the purpose of this book - to be by your side every step of the way through learning Microsoft Works 8 or 8.5. The No Stress Tech Guide To Microsoft Works 8 or 8.5 will lead the novice and intermediate user through the features and applications that are part of Works 8 or 8.5, which will take your skills to the next level. This book is not for Works advanced or power users. After completing the exercises in this book, you will be a Works 8 or 8.5 power user! The table of contents takes the HOW TO approach, which makes it easier to find exactly what you are looking for. At the end of each lesson is a Test Your Skills section to further ensure that you are learning the topics that are covered. The exercises in this section allow you to practice what you learned in the lesson. This book will...



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