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Computer Concepts and Microsoft Office 2013: Illustrated June Jamrich Parsons 2013-07-19 Everything you need for your Introduction to Computing course! COMPUTER CONCEPTS AND MICROSOFT OFFICE 2013 ILLUSTRATED delivers the most up-to-date computer concepts and Microsoft Office 2013 skills in an accessible, easy-to-follow format. The Illustrated Series has been praised by instructors for its concise, focused approach and user-friendly layout, which engages both computer rookies and hot shots in mastering application skills and computer concepts quickly and efficiently. Thanks to the Illustrated Series' hallmark 2-page layout, each task is presented in a single view, enabling students to work through an entire process without turning a page. New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what students should see on their own computers. With COMPUTER CONCEPTS AND MICROSOFT OFFICE 2013 ILLUSTRATED, everything your students need is at their fingertips. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

New Perspectives on Microsoft Excel 2013, Comprehensive Enhanced Edition Roy Ageloff 2015-04-08 Readers develop the Microsoft Excel 2013 skills for academic and career success with this latest edition from the popular New Perspectives Series. Updated with all-new case-based tutorials, NEW PERSPECTIVES MICROSOFT EXCEL 2013, COMPREHENSIVE ENHANCED EDITION continues to apply MS Excel 2013 skills to real situations that fully demonstrate the relevance of concepts. A proven learning approach emphasizes critical thinking, problem-solving, and in-depth coverage. A new Troubleshoot case problem enhances analytical skills, while a new tutorial on Managing Your Files helps readers navigate Windows 8. Readers discover success with MS Excel 2013 as NEW PERSPECTIVES MICROSOFT EXCEL 2013 emphasizes the value and application of what they are learning. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Beginning SharePoint 2013 Amanda Perran 2013-02-08 Learn to build business solutions with SharePoint2013 Now in its third edition, this perennial bestseller features complete overhaul for the latest version of SharePoint. A must-havefor building business solutions in SharePoint, real-world scenariosaddress critical information management problems and detaileddescriptions explain how to efficiently and successfully handlethese challenges. Plus, best practices for configuration andcustomization round out the coverage of getting started withSharePoint 2013 so that you can confidently make this platform workfor your business today. Examines product functionality alongside realistic scenarios toprovide you with contextual relevance Addresses managing permissions, reporting in SharePoint, andworking with access services Offers updated content on working with lists, libraries,workflow, content types, and web parts Reviews social features, forms management, businessconnectivity services, and more Beginning SharePoint 2013 is an ideal introduction to thelatest iteration of this popular content management provider.

SAP BI Analysis Office - a Practical Guide Joerg Boeke 2015-06-11 Many companies struggle with the ability to quickly and accurately create easy-to-read reports. This book systematically explains how you can leverage SAP Analysis Office (AO) to support your company's reporting needs. AO combines the experience users had with Business Explorer (BEx) reporting over the last decade, with the additional pivoting functionality offered by Microsoft, along with standard Excel reports. Combining these functionalities, SAP created a powerful tool for your daily analysis as you will discover in this book. Tight integration with the SAP NetWeaver BW environment ensures that reporting users can access and refresh data. This book dives into: - Installation and prerequisites - Key functionality and detailed explanations like Analysis Excel pivot, ribbon, and context menus - Enhanced reporting with API and Visual Basic (VBA) - A comparison of Business Explorer (BEx) and Analysis Office (AO) functionality

MOS 2013 Study Guide for Microsoft Excel Expert Mark Dodge 2013-09-15 Demonstrate your expertise with Microsoft Office! Designed to help you practice and prepare for the 2013 Excel Expert Microsoft Office Specialist (MOS) exams, this all-in-one study guide features: Full, objective-by-objective exam coverage Easy-to-follow procedures and illustrations to review essential skills Includes downloadable practice files

Microsoft Excel 2013 for Medical Professionals Elizabeth Reding 2013-12-11 Master the Microsoft Excel 2013 skills essential for success in today's medical office or health-related career with MICROSOFT EXCEL 2013 FOR MEDICAL PROFESSIONALS. This reader-friendly book introduces Microsoft Excel 2013 using a clear, step-by-step format and visually driven approach. Actual medical examples and timely projects within a case study related to the medical industry prepare readers to meet contemporary medical office challenges. Both beginning and experienced computer users benefit from the book's straightforward approach and ongoing value as a reference tool. MICROSOFT EXCEL 2013 FOR MEDICAL PROFESSIONALS ensures readers quickly develop the spreadsheet skills necessary to support a front or back office of a clinic, hospital, or medical practice with great success. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Microsoft Excel 2013: Illustrated Complete Elizabeth Reding 2013-06-17 Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series engages both computer rookies and hot shots in mastering MICROSOFT EXCEL 2013 quickly and efficiently. Skills are accessible and easy-to-follow thanks to the Illustrated Series' hallmark 2-page layout, which allows students to see an entire task in one view. New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what students should see on their own computers. Each unit begins with a brief overview of the principles of the lesson, and introduces a case study for further application. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Excel 2013 Bible John Walkenbach 2013-03-04 Excel at Excel with the help of this bestselling spreadsheet guide John Walkenbach's name is synonymous with excellence in computer books that decipher the complexities of Microsoft Excel. Known as "Mr. Spreadsheet," Walkenbach shows you how to maximize the power of Excel 2013 while bringing you up to speed on the latest features. This perennial bestseller is fully updated to cover all the new features of Excel 2013, including how to navigate the user interface, take advantage of various file formats, master formulas, analyze data with PivotTables, and more. Whether you're an Excel beginner who is looking to get more savvy or an advanced user looking to become a power user, this latest edition provides you with comprehensive coverage as well as helpful tips, tricks, and techniques that you won't find anywhere else. Shares the invaluable insight of Excel guru and bestselling author "Mr. Spreadsheet" John Walkenbach as he guides you through every aspect of Excel 2013 Provides essential coverage of all the newest features of Excel 2013 Presents material in a clear, concise, logical format that is ideal for all levels of Excel experience Features a website that includes downloadable templates and worksheets from the book Chart your path to fantastic formulas and stellar spreadsheets with Excel 2013 Bible!

Enhanced Computer Concepts and Microsoft Office 2013 Illustrated June Jamrich Parsons 2015-02-27 Present the computer concepts and Microsoft Office 2013 skills perfect for your Introduction to Computing course with the latest ENHANCED COMPUTER CONCEPTS AND MICROSOFT OFFICE 2013 ILLUSTRATED. This all-in-one book makes the computer concepts and skills your students need to know easily accessible. Key application skills are clearly demonstrated using the user-friendly two-page spread found in the popular Microsoft Office 2013 Illustrated Introductory, First Course. Today's most up-to-date technology developments and concepts are clarified using the distinctive step-by-step approach from the Computer Concepts Illustrated Brief book. This edition highlights updated Office 365 content with Integrated Applications Projects and a Student Success Guide. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Excel 2013 Absolute Beginner's Guide Tracy Syrstad 2013-03-11 Make the most of Excel 2013—without becoming a technical expert! This book is the fastest way to master Excel...use it to build powerful, trustworthy, easy-to-understand workbooks...discover hidden patterns and make better decisions...visualize data so everyone understands it...share and present workbooks on the web, tablets, anywhere! Even if you've never used Excel before, you'll learn how to do what you want, one incredibly clear and easy step at a time. Excel has never, ever been this simple! Who knew how simple Excel 2013 could be? This is the easiest, most practical beginner's guide to using Microsoft's incredibly powerful new Excel 2013 spreadsheet program...simple, reliable instructions for doing everything you really want to do! Here's a small sample of what you'll learn: Quickly create, edit, and format workbooks Enter formulas and use functions effectively Enter data more rapidly, easily, consistently, and accurately Master powerful ways to sort, filter, consolidate, or group data Visualize information through great charts, PivotTables, and Sparklines Illustrate workbooks with images, shapes, and SmartArt Explore and analyze data more easily with Excel 2013's amazing new Power View Share, print, present, and secure your workbooks Store your workbooks online with SkyDrive Work with macros Build immune power into worksheet cells with UDFs

Office 2013 Bible e-Book Library John Walkenbach 2013-08-22 A comprehensive set of four Microsoft program guides for a range of users This set comes with the Excel 2013 Bible, PowerPoint 2013 Bible, Access 2013 Bible, and Word 2013 Bible. Tips, tricks, and techniques help you use four popular programs effectively. You'll be guided into Excel, Word, Access and PowerPoint 2013 insights. Get help creating Excel formulas and spreadsheets. Then use the Access guide so you're ready to organize, present, analyze, and share data. Learn how to create tables, manipulate datasheets, and build databases that suit your specific needs. You'll also find out the features of Word 2013 - from document design to producing master documents. Collaborate in the Cloud, format like a pro, and create forms and labels more easily. In the PowerPoint 2013 guide, you'll know the features and tools that make an impact. You'll also learn to work with photos and charts in the program.

Microsoft Excel 2019 Inside Out Bill Jelen 2018-10-11 Conquer Microsoft Excel 2019—from the inside out! Dive into Microsoft Excel 2019—and really put your spreadsheet expertise to work. This supremely organized reference packs hundreds of timesaving solutions, tips, and workarounds—all you need to make the most of Excel's most powerful tools for analyzing data and making better decisions. Renowned Excel expert Bill Jelen offers a complete tour of Excel 2019 and Excel in Office 365, from efficient interface customizations to advanced analysis, visualizations, and dashboards. Discover how experts tackle today's key tasks—and challenge yourself to new levels of mastery. Enter formulas more efficiently, and fully control operators and dates Master the most widely-used functions in Excel Integrate external data from the web and other sources Easily transform complex datasets with Power Query Quickly summarize millions of records with Pivot Tables Perform ad hoc analyses with slicers and other filters Create advanced data mashups with Power Pivot Solve complex problems with What-If, Scenario Manager, Goal Seek, and Solver Automate repetitive tasks by editing recorded VBA code Demystify data with conditional formatting and other visualization techniques Use the newest maps, charts, and data types in Excel Show geographical changes over time with animated 3D maps Use dynamic array functions: SORT, FILTER, UNIQUE, SORTBY and SEQUENCE Find insights using Excel's new artificial intelligence Collaborate via Excel 2019's breakthrough CoAuthoring tools Publish Power BI Desktop dashboards based on Excel data

Beginning SharePoint 2013 Building Business Solutions eBook and SharePoint-videos.com Bundle Amanda Perran 2014-03-10 Beginning SharePoint 2013 Building Business Solutions eBook and SharePoint-videos.com Bundle

Microsoft Excel 2013: Illustrated Introductory Elizabeth Reding 2013-04-16 Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series engages both computer rookies and hot shots in mastering MICROSOFT EXCEL 2013 quickly and efficiently. Skills are accessible and easy-to-follow thanks to the Illustrated Series' hallmark 2-page layout, which allows students to see an entire task in one view. New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what students should see on their own computers. Each unit begins with a brief overview of the principles of the lesson, and introduces a case study for further application. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Excel 2013 All-in-One For Dummies Greg Harvey 2013-02-15 The comprehensive reference, now completely up-to-date for Excel 2013! As the standard for spreadsheet applications, Excel is used worldwide - but it's not always user-friendly. However, in the hands of veteran bestselling author Greg Harvey, Excel gets a whole lot easier to understand! This handy all-in-one guide covers all the essentials, the new features, how to analyze data with Excel, and much more. The featured minibooks address Excel basics, worksheet design, formulas and functions, worksheet collaboration and review, charts and graphics, data management, data analysis, and Excel and VBA. Covers the changes in the newest version as well as familiar tasks, such as creating and editing worksheets, setting up formulas, and performing statistical functions Walks you through the new analysis tools that help make it easier to visualize data with the click of a mouse Details new ways to explore your data more intuitively and then analyze and display your results with a single click Whether you're an Excel newbie or a veteran user to wants to get familiar with the latest version, Excel 2013 All-in-One For Dummies has everything you need to know.

Microsoft Office 2013: Illustrated Introductory, First Course, Spiral bound Version David W. Beskeen 2013-04-05 Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series engages both computer rookies and hot shots in mastering MICROSOFT OFFICE 2013 applications quickly and efficiently. Skills are

accessible and easy-to-follow thanks to the Illustrated Series' hallmark 2-page layout, which allows students to see an entire task in one view. New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what students should see on their own computers. Each unit begins with a brief overview of the principles of the lesson, and introduces a case study for further application. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Business Intelligence in Microsoft SharePoint 2013 Norm Warren 2013-05-15 Dive into the business intelligence features in SharePoint 2013—and use the right combination of tools to deliver compelling solutions. Take control of business intelligence (BI) with the tools offered by SharePoint 2013 and Microsoft SQL Server 2012. Led by a group of BI and SharePoint experts, you'll get step-by-step instructions for understanding how to use these technologies best in specific BI scenarios—whether you're a SharePoint administrator, SQL Server developer, or business analyst. Discover how to: Manage the entire BI lifecycle, from determining key performance indicators to building dashboards Use web-based Microsoft Excel services and publish workbooks on a SharePoint Server Mash up data from multiple sources and create Data Analysis Expressions (DAX) using PowerPivot Create data-driven diagrams that provide interactive processes and context with Microsoft Visio Services Use dashboards, scorecards, reports, and key performance indicators to monitor and analyze your business Use SharePoint to view BI reports side by side, no matter which tools were used to produced them **Microsoft Access 2013 Step by Step** Joan Lambert 2013-02-15 Experience learning made easy—and quickly teach yourself how to build your own database with Access 2013. With Step by Step, you set the pace—building and practicing the skills you need, just when you them! Includes downloadable practice files and a companion eBook. Build a database from scratch or ready templates Create easy-to-use data-entry forms Write queries to extract and manipulate data Design reports to summarize data in effective ways Import data from other databases and documents

Microsoft Office 2013: Illustrated, Second Course David W. Beskeen 2013-07-22 Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series engages both computer rookies and hot shots in mastering MICROSOFT OFFICE 2013 applications quickly and efficiently. Skills are accessible and easy-to-follow thanks to the Illustrated Series' hallmark 2-page layout, which allows students to see an entire task in one view. New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what students should see on their own computers. Each unit begins with a brief overview of the principles of the lesson, and introduces a case study for further application. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

New Perspectives on Microsoft Excel 2013, Introductory June Jamrich Parsons 2013-07-29 With proven pedagogy that emphasizes critical-thinking, problem-solving, and in-depth coverage, New Perspectives helps students develop the Microsoft Office 2013 skills they need to be successful in college and beyond. Updated with all new case-based tutorials, New Perspectives Microsoft Excel 2013 continues to engage students in applying skills to real-world situations, making concepts relevant. A new Troubleshoot case problem enhances critical thinking, and a new tutorial on Managing Your Files helps students navigate Windows 8. As always, New Perspectives improves learning outcomes and transference of skills by helping students understand why what they're learning is important. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Succeeding in Business with Microsoft Excel 2013: A Problem-Solving Approach Debra Gross 2013-08-21 SUCCEEDING IN BUSINESS WITH MICROSOFT OFFICE EXCEL 2013 prepares your students to solve business problems by moving beyond the basic point and click skills to think critically about realistic business situations. When students combine software analysis with their own decision making abilities, they are more likely meet any business challenge with success. The Succeeding in Business Series emphasizes problem-solving, critical thinking, and analysis - challenging students to find efficient and effective solutions. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Microsoft Excel 2013: Illustrated Brief Elizabeth Eisner Reding 2013-04-05 Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series engages both computer rookies and hot shots in mastering Microsoft Excel 2013 quickly and efficiently. Skills are accessible and easy-to-follow thanks to the Illustrated Series' hallmark 2-page layout, which allows students to see an entire task in one view. New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what students should see on their own computers. Each unit begins with a brief overview of the principles of the lesson, and introduces a case study for further application. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

New Perspectives on Microsoft Office 2013, Second Course Ann Shaffer 2013-08-21 With proven pedagogy that emphasizes critical-thinking, problem-solving, and in-depth coverage, New Perspectives helps students develop the Microsoft Office 2013 skills they need to be successful in college and beyond. Updated with all new case-based tutorials, New Perspectives Microsoft Office 2013 continues to engage students in applying skills to real-world situations, making concepts relevant. A new Troubleshoot case problem enhances critical thinking, and a new tutorial on Managing Your Files helps students navigate Windows 8. As always, New Perspectives improves learning outcomes and transference of skills by helping students understand why what they're learning is important. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Excel 2013 Power Programming with VBA John Walkenbach 2013-04-01 Maximize your Excel 2013 experience using VBA application development The new Excel 2013 boasts updated features, enhanced power, and new capabilities. Naturally, that means John Walkenbach returns with a new edition of his bestselling VBA Programming book and covers all the methods and tools you need to know in order to program with Excel. With this comprehensive guide, "Mr. Spreadsheet" shows you how to maximize your Excel experience using professional spreadsheet application development tips from his own personal bookshelf. Featuring a complete introduction to Visual Basic for Applications and fully updated for the latest features of Excel 2013, this essential reference includes an analysis of Excel application development and is packed with procedures, tips, and ideas for expanding Excel's capabilities with VBA. Offers an analysis of Excel application development and a complete introduction to VBA Features invaluable advice from "Mr. Spreadsheet" himself, bestselling author John Walkenbach, who demonstrates all the techniques you need to create Excel applications, both large and small Covers navigating the Excel interface, formatting worksheets, interacting with other Office applications, working with collaboration tools, and using sample workbooks and John Walkenbach's award-winning Power Utility Pak to help enhance your Excel skills Provides tips, tricks, and techniques for expanding Excel's capabilities with VBA that you wont find anywhere else Excel 2013 Power Programming with VBA is packed with procedures, tips, and ideas for achieving Excel excellence with VBA.

Microsoft Excel 2013 Inside Out Craig Stinson 2013-04-15 You're beyond the basics—so dive in and really put your spreadsheet skills to work! This supremely organized reference is packed with hundreds of timesaving solutions, troubleshooting tips, and workarounds. It's all muscle and no fluff. Learn how the experts tackle Excel 2013—and challenge yourself to new levels of mastery. Includes companion eBook and sample files. Topics include: Customizing the Excel workspace Best practices for designing and managing worksheets Creating formulas and functions Performing statistical, what-if, and other data analysis Core to advanced charting techniques Using graphics and sparklines Managing databases and tables Automating Excel with macros and custom functions Collaborating in Excel online, in the cloud, and more Extending Excel *New Perspectives on Microsoft Excel 2013, Brief* June Jamrich Parsons 2013-05-13 With proven pedagogy that emphasizes critical-thinking, problem-solving, and in-depth coverage, New Perspectives helps students develop the Microsoft Office 2013 skills they need to be successful in college and beyond. Updated with all new case-based tutorials, New Perspectives Microsoft Excel 2013 continues to engage students in applying skills to real-world situations, making concepts relevant. A new Troubleshoot case problem enhances critical thinking, and a new tutorial on Managing Your Files helps students navigate Windows 8. As always, New Perspectives improves learning outcomes and transference of skills by helping students understand why what they're learning is important. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Microsoft Excel 2013 from Beginner to Expert Hughan Smith 2016-09-02 We take you from the most basic steps to as much as you want to know. Because of that approach, Microsoft Excel 2013 From Beginner to Expert is truly suited to either the beginner or the expert, and in that regard it is appropriately named. In actually writing it we took the approach of looking at the Excel 2013 Interface and its various ribbon/tabs and the tools they contain and set about to explain how each tool works and using projects as examples to demonstrate them. It is written in a way to take you step by step along the way to accomplishing a task and contains several illustrations to make your learning that much easier. This basically says that this book can be used by anyone, the Absolute Beginner to the Advance user.

Microsoft Office 2013 for Medical Professionals Illustrated David W. Beskeen 2013-11-27 Develop the Microsoft Office 2013 skills necessary for success in any medical office or health-related career with the new, reader-friendly MICROSOFT OFFICE 2013 FOR MEDICAL PROFESSIONALS ILLUSTRATED. This dynamic, visually-driven book introduces the most important skills within Microsoft Office 2013 using step-by-step instructions and vibrant, clear visuals. Actual medical examples, timely projects and intriguing case studies related to today's medical industry prepare readers to meet contemporary medical office challenges. Both beginner and experienced users will find MICROSOFT OFFICE 2013 FOR MEDICAL PROFESSIONALS ILLUSTRATED filled with relevant information that's essential now and ideal for long-term reference in any office administration, medical assisting, or health care career. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Developing Business Intelligence Apps for SharePoint David Feldman 2013-07-02 Create dynamic business intelligence (BI) solutions for SharePoint faster and with more capabilities than previously possible. With this book, you'll learn the entire process—from high-level concepts to development and deployment—for building data-rich BI applications with Visual Studio LightSwitch, SQL Server 2012, and a host of related Microsoft technologies. You'll learn practical techniques and patterns necessary to use all of these technologies together as you build an example application through the course of the book, step by step. Discover how to solve real problems, using BI solutions that will evolve to meet future needs. Learn the fundamentals of SharePoint, LightSwitch, and SQL Server 2012 Get a solid grounding in BI application basics and database design principles Use LightSwitch to build a help desk app, including data model design and SharePoint data integration Build a tabular cube with Microsoft's Business Intelligence Semantic Model (BISM) Dive into the data visualization stack, including Excel and SQL Server Reporting Services Create reports with Excel Services, Report Builder, and PowerView Use tips and tricks for setting up your BI application development environment

Illustrated Course Guide: Microsoft Excel 2013 Basic Elizabeth Eisner Reding 2013-12-31 Loved by students for the visual and flexible way to build computer skills, the Illustrated Course Guides are ideal for learning Microsoft Excel 2013 regardless of your experience level. Each two-page spread focuses on a single skill, making information easy to follow and absorb. The Illustrated Course Guides split Microsoft Excel 2013 concepts and skills into three manageable levels - Basic, Intermediate, and Advanced - perfect for workshops or accelerated courses. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

New Perspectives on Microsoft Excel 2013, Comprehensive June Jamrich Parsons 2013-10-24 With proven pedagogy that emphasizes critical-thinking, problem-solving, and in-depth coverage, New Perspectives helps students develop the Microsoft Office 2013 skills they need to be successful in college and beyond. Updated with all new case-based tutorials, New Perspectives Microsoft Excel 2013 continues to engage students in applying skills to real-world situations, making concepts relevant. A new Troubleshoot case problem enhances critical thinking, and a new tutorial on Managing Your Files helps students navigate Windows 8. As always, New Perspectives improves learning outcomes and transference of skills by helping students understand why what they're learning is important. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Microsoft Excel 2013 Step By Step Curtis Frye 2013-04-15 The smart way to learn Excel 2013—one step at a time! Experience learning made easy—and quickly teach yourself how to manage, analyze, and present data with Excel 2013. With Step by Step, you set the pace—building and practicing the skills you need, just when you them! Includes downloadable practice files and companion eBook. Discover how to: Work with Excel 2013 in touch mode Write formulas, create macros, and organize data Present data visually and add images to worksheets Consolidate multiple sets of data into a single workbook Analyze data using the Quick Analysis Lens Collaborate with colleagues and present workbooks online

Excel 2013: The Missing Manual Matthew MacDonald 2013-04-18 The world's most popular spreadsheet program is now more powerful than ever, but it's also more complex. That's where this Missing Manual comes in. With crystal-clear explanations and hands-on examples, Excel 2013: The Missing Manual shows you how to master Excel so you can easily track, analyze, and chart your data. You'll be using new features like PowerPivot and Flash Fill in no time. The important stuff you need to know: Go from novice to ace. Learn how to analyze your data, from writing your first formula to charting your results. Illustrate trends. Discover the clearest way to present your data using Excel's new Quick Analysis feature. Broaden your analysis. Use pivot tables, slicers, and timelines to examine your data from different perspectives. Import data. Pull data from a variety of sources, including website data feeds and corporate databases. Work from the Web. Launch and manage your workbooks on the road, using the new Excel Web App. Share your worksheets. Store Excel files on SkyDrive and collaborate with colleagues on Facebook, Twitter, and LinkedIn. Master the new data model. Use PowerPivot to work with millions of rows of data. Make calculations. Review financial data, use math and scientific formulas, and perform statistical analyses.

Power Excel with MrExcel Bill Jelen 2015-04-01 Updating the previous edition's tips to include features in Excel 2013, this new edition of Mr. Excel's popular software guide even incorporates suggestions sent in by readers. Each featured topic has a problem statement and description, followed by a broad strategy for solving the problem. Mr. Excel then walks readers through the specific steps to solve the issue. Alternate strategies are also provided, along with common scenarios that trip users up, leaving readers with not only answers to their specific dilemmas but also new and quicker ways to use formulas and spreadsheets.

Enhanced Microsoft Excel 2013: Illustrated Complete Elizabeth Reding 2015-04-11 Both computer rookies and hot shots can master Microsoft Excel 2013 quickly and efficiently with this new book in the acclaimed Illustrated Series - ENHANCED MICROSOFT EXCEL 2013: ILLUSTRATED COMPLETE. Using a concise, focused approach and user-friendly format, the Illustrated Series provides a hallmark two-page layout that allows readers to work through an entire task without turning the page. Skills are accessible and easy to follow with new Learning Outcomes that outline the skills covered in each lesson and larger full-color screens that preview what readers should see on their own computers. Each unit begins with a brief overview of the principles of the lesson and introduces a case study for further application. New and updated appendixes guide you in exploring cloud computing and other developments in more depth. Readers strengthen their understanding of the latest features in MS Excel 2013 for ongoing success. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Excel 2013 in easy steps Michael Price 2013-11-18 Excel 2013 in easy steps shows you how to quickly get to grips with the new features of Microsoft's latest version of this popular spreadsheet application. Excel 2013 brings more intuitive ways to explore, analyse and display your data, and simplifies sharing and collaborating using cloud storage. Excel 2013 in easy steps explores the Ribbon interface provided by Office 2013 and the subscription version, Office 365. It shows you how to create and manipulate worksheets, starting with the basic concepts, then introducing functions and features that allow you to organize and manage vast amounts of information. It covers the Excel Table data list structures, advanced functions and Excel add-ins, and shows you how to present your worksheet data in chart formats. The book will help you to create macros, recorded or via Visual Basic. You'll learn how to use templates, tools and other resources to help you apply Excel to various tasks. You'll link your worksheets to other workbooks and get automatic updates. It also covers Excel on the Internet, using the Office Web Apps. Written concisely, yet comprehensively, Excel 2013 in easy steps uses detailed images and easy-to-follow instructions to get you up to speed with Excel, whether you're just upgrading from a previous version or you are new to the spreadsheet concept.

Office 2013 Bible Lisa A. Bucki 2013-06-12 The best of the best from our Excel, Word, Access, and PowerPoint Bibles! Learn the sought-after features of the core applications from the Office 2013 suite. This Office 2013 Bible features the best-of-the-best content from the Excel 2013 Bible, by "Mr. Spreadsheet" John Walkenbach; the Word 2013 Bible, by Office expert Lisa A. Bucki; the PowerPoint 2013 Bible, by MOS Master Instructor and PowerPoint expert Faithe Wempen; and the Access 2013 Bible from Microsoft Certified Application Developer Michael Alexander and Office and Access expert Dick Kusleika. This major resource also covers Outlook, Publisher, OneNote, SkyDrive, and other important features in the Office 2013 suite. If you want to quickly and effectively use Office 2013, start in the experts' corner with this must-have book. Gives you the best-of-the-best content on Office 2013 from the leading experts, authors, and contributors to our Excel, Word, PowerPoint, and Access Bibles Includes

content from John Walkenbach, aka "Mr. Spreadsheet"; Word and Office expert Lisa A. Bucki; MOS Master Instructor and PowerPoint expert Faithe Wempen; Microsoft Certified Application Developer Michael Alexander; and Office and Access expert Dick Kusleika Takes you beyond creating simple text documents, spreadsheets, and presentations to help you use multiple Office applications at once to accomplish critical business tasks Also covers Publisher, OneNote, SkyDrive, the Cloud, and other key features and topics for Office 2013 Get the best of four Office 2013 books in one with this power-packed reference!

QuickBooks 2013 All-in-One For Dummies Stephen L. Nelson 2012-11-12 A soup-to-nuts guide to the leading accounting software for small businesses - QuickBooks 2013! Owners of small businesses will love this complete guide to the newest version of QuickBooks, the premier small-business accounting program. Written by CPA and bestselling financial author Stephen L. Nelson, this all-in-one guide includes 8 self-contained minibooks covering every aspect of QuickBooks and how it is used. Coverage includes accounting basics, getting started with QuickBooks, bookkeeping and accounting chores, a short course in financial management, tips on creating a business plan, how to maintain QuickBooks, and some valuable additional resources. Helps you understand basic accounting practices and concepts, customize QuickBooks for your specific needs, and protect your data Explains how to invoice customers, pay vendors, track inventory, and manage cash and bank accounts with QuickBooks Leads you step-by-step through navigating the payroll process, understanding double-entry bookkeeping, preparing financial statements, building a budget, and tackling your taxes Delves into advanced financial strategies like ratio analysis, Economic Value Added analysis, forecasting, and capital budgeting QuickBooks 2013 All-in-One For Dummies is the key to keeping your business—and budget—on track.

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