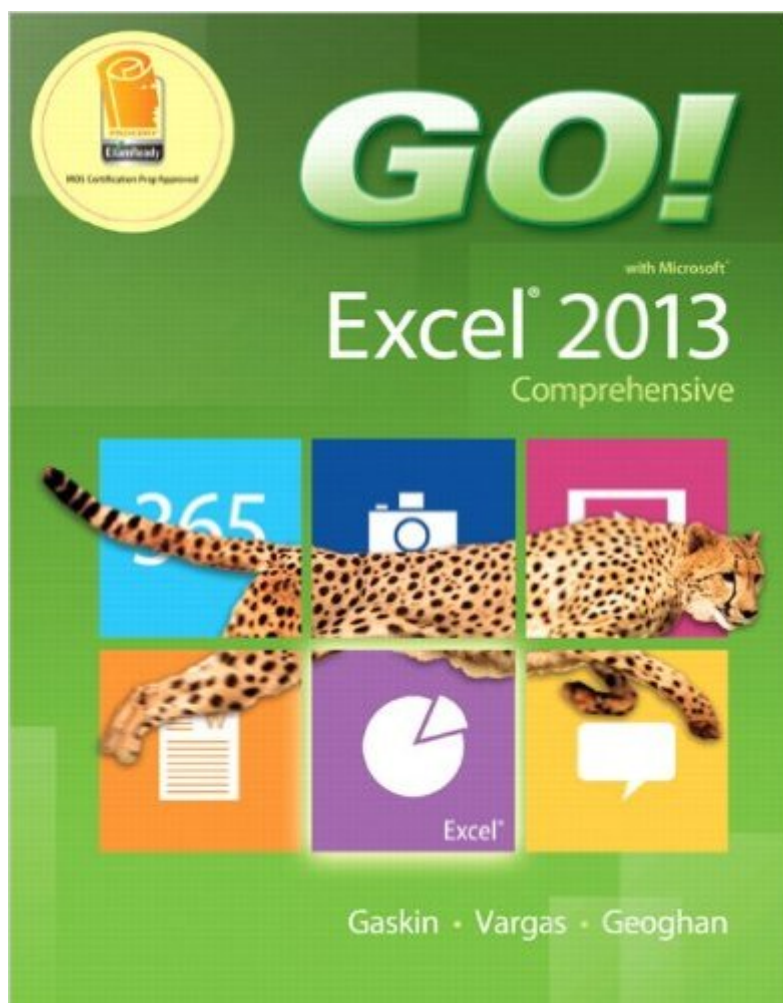


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GO! With Microsoft Excel 2013 Comprehensive



Synopsis

For use in the Office Applications course. This book is also suitable for students and individuals seeking an introduction to Microsoft Excel 2013. NOTE: 1) This is the standalone book, if you want the book/access code order the ISBN below: 0133908755 / 9780133908756 GO! with Microsoft Excel 2013 Comprehensive & MyITLab with Pearson eText -- Access Card -- for GO! with Office 2013 Package * 2) The card inside the book will give access to the materials that used to be on the CD in the book - it is not an access card for the MyITLab The primary goal of the GO! Series, aside from teaching computer applications, is ease of implementation, with an approach that is based on clearly defined projects. • Teaching and Learning Experience This program will provide a better teaching and learning experienceâ “for you and your students. Hereâ™s how: Personalize Learning: MyITLab delivers proven results in helping students succeed, provides engaging experiences that personalize learning, and comes from a trusted partner with educational expertise and a deep commitment to helping students and instructors achieve their goals. Engage Students with a Project-Based Approach: GO!â™s project-based approach teaches students to solve real problems as they practice and learn the features. Motivate Students with Clear Instruction: Based on professor and student feedback, this text has been designed to offer clear instruction for full student comprehension. Teach the Course You Want in Less Time: The GO! seriesâ™ one-of-a-kind instructional system provides you with everything you need to prepare for class, teach the material, and assess your students.

Book Information

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Customer Reviews

If you want to learn Excel....this is the book! It's pretty thorough. It is the textbook we use in our online Excel college course. Very easy to use. It's amazing how intuitive the Excel program is.

The book is ok. It has its chapters that tell you how to do what, step by step. Now, I'm not the grammar police. I don't have great grammar, but, in some directions, there are so many run on sentences, that it confuses you. You don't know if you're doing something wrong, or you're reading it wrong.

I loved the Word 2013 and bet this book is just as good explaining Excel. I've studied with this author before in 2004 when I initially learned Excel and found the book at that time to be perfect to learn from.

I HIGHLY recommend buying this book as opposed to renting it. I took an online Excel course this past semester to update my employment skills. was out of stock when I needed this book so I ended up renting it through chegg.com. Before the class was over, I was lamenting the fact that I had not purchased it. I knew NOTHING about Excel before the class and one day after the class concluded I was offered a job specifically because I knew how to use the program. The fact that this book is written in a step-by-step manner and is easy to follow and backtrack your steps if you happen to make a mistake was instrumental in me learning and retaining the information presented in the lessons. It made the online class very smooth-sailing for me in part because you do not need to know computer/technology lingo to follow the directions; it is explained to you in plain English. I found this book so useful that I BOUGHT it yesterday through chegg.com (used for \$48.99) to keep on my desk as a reference at my new job. You will definitely learn Excel even if you just rent this book, but there are so many things that you can do with this program to make your life and job easier that (IMO) you will regret not having bought it in the first place.

My book came in 2 days earlier than expected which was wonderful because my instructor gave us the info late to order it. The book itself is very helpful and offers step by step instructions on how to build different types of worksheets. I don't think I will be selling this book back after the class ends. It is a very good tool to keep around. I'm sure as newer versions of excel come out, this book will be

less valuable, but to get started it was great.

This book is required for an Excel class I'm taking this semester, and it's really easy to read and follow the instructions. The pages have great pictures, and the steps are spaced out so that the text doesn't get too wordy. The only flaw I found in this text is there are a few errors in several of the projects at the end of the chapters. I guess you would only care if you were being graded on the projects, since the results don't always look the same as the example. Compared to other texts that I've used for Microsoft Office products, this one made learning easy.

Easy to understand. I rented it and it was a lot cheaper than going through the school to get it. After completing the book I now have a better understanding on how to use and navigate Microsoft Excel.

Easy instructions to follow, had all the links, etc I needed to access the required spreadsheets for my online class

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