



## Exploring Getting Started with Discipline Specific Projects (Exploring for Office 2013)

By Poatsy, Mary Anne; Grauer, Robert T.; Lau, Linda; Porter, Orbra

Prentice Hall, 2014. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service! Summary: This is a compilation of projects for specific disciplines (Arts, Business, Education, Legal, and Science). For each discipline there is one project each for Word, Excel, Access, and PowerPoint, along with one integrated project. Move students beyond the point-and-click. The goal of the Exploring series is to move students beyond the point and click, to understanding the why and how behind each skill. And, because so much learning takes place outside of the classroom, this series provides learning tools that students can access anywhere, any time. Students go to college now with a different set of skills than they did years ago. With this in mind, the Exploring series seeks to move students beyond the basics of the software at a faster pace, without sacrificing coverage of the fundamental skills that everyone needs to know. NOTE: Before purchasing, check with your instructor to ensure you select the correct ISBN. Several versions of Pearson's MyLab & Mastering products exist for each title, and registrations are not transferable. To register for and use Pearson's MyLab & Mastering products, you may also need a Course...



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