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In Depth Brief Description "Easy Office 2016" teaches you the fundamentals to help you get the most from Office 2016. Fully illustrated steps with simple instructions guide you through each task, building the skills you need to make the most of the new features and tools of Office 2016.

### **Office 2016 In Depth (includes Content Update Program ...**

This is a very good, well organized and outlined book on Office 2016 and Office 365. It is well written and does go in depth regarding the 6 applications included. While Access is part of Office 365, it is not part of Office 2016, and not discussed. Five stars for Joe Habraken.

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Book Details Full Title: Office 2016 In Depth (includes Content Update Program): Office 2016 In Depth \_p1 Edition: 1st edition ISBN-13: 978-0789755674 Format: Paperback/softback Publisher: Que Publishing (10/13/2015) Copyright: 2016 Dimensions: 6.9 x 8.9 x 2 inches Weight: 3.3lbs

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Office 2016 In Depth (includes Content Update Program) By Joe Habraken; Published Oct 13, 2015 by Que. ... • Beyond-the-basics, beneath-the-surface Office 2016 reference and desk-side resource: comprehensive, expert, task-based solutions

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Note: The steps to install the 2016 or 2013 versions of Office Professional Plus, Office Standard, or a stand-alone app such as Word or Project might be different if you got Office through one of the following: Microsoft HUP: If you bought Office for personal use through your company, see Install Office through HUP. Volume license versions: If you work in an organization that manages your ...

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Office 2016 Acquire the essential skills needed for producing professional work using Microsoft Access, Excel, PowerPoint, and Word in the Office 2016 suite. close

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Beneath the Surface...In Depth. Do more in less time! Whatever your Microsoft Office experience, don't let Office 2016 make you feel like a beginner! This book is packed with intensely useful...

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