



Microsoft Excel 2010 krok po kroku (Polska wersja jezykowa)

Frye Curtis D.

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Inteligentny sposob nauki programu Microsoft Excel 2010 - krok po kroku Wybierz prosty sposob nauki i szybko dowiedz sie, jak zarzadzac danymi w programie Excel 2010, jak je analizowac i prezentowac.

Korzystajac z ksiazek z serii krok po kroku, samodzielnie okreslasz tempo zdobywania wiedzy, opanowujac i utrwalajac niezbedne umiejetnosci wtedy, gdy ich potrzebujesz! Z ksiazki dowiesz sie, jak pisac formuly, obliczac wartosci i organizowac wyniki. Nauczysz sie wizualizowac dane za pomoca grafik, wykresow i schematow. Autorzy podpowiedza ci, jak uzywac filtrow do docierania do najistotniejszych danych. Dzieki podrecznikowi zglebisz tajniki dynamicznego analizowania danych za pomoca tabel przestawnych i wymieniania danych z innymi aplikacjami pakietu Microsoft Office. Dowiesz sie, w jaki sposob tworzyc szablony i makra. Zrzuty ekranowe zamieszczone w ksiazce umozliwiaja sprawdzenie swojej pracy, a pliki cwiczeniowe rozwijanie umiejetnosci.

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