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Eileen Mullin



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instruction for the new user in the form of no nonsense to the point tutorials and learning exercises The core of each book is a logical sequence of straightforward easy to follow instructions for building useful business documents **Microsoft Outlook 98 Field Guide** Stephen L. Nelson,1998 For beginning to intermediate users this field guide is the ideal concise reference on the road and in the office This A to Z compendium allows users to quickly find the information they need to accomplish tasks **Windows 98 Fast & Easy** Diane Koers,1997-12-31 This book takes a beginner to the intermediate level

quickly and easily and addresses a large audience of people who are new to Windows and Windows 98 The highly visual nature of the book offers a step by step approach that will be comfortable for new users Cover Title **The Essential Windows 98 Book** Elaine J. Marmel,Diane Koers,1998 This easy to follow book covers customizing the workspace with links and dynamic controls and accessing networks intranets and the Internet Based the final version of Windows 98 this guide saves time and makes everyday tasks easier than ever *American Book Publishing Record* ,2000 **Quicken Deluxe 99 Fast and Easy** Coletta Witherspoon,1998 Through a series of visual step by step tutorials Quicken 99 Fast Easy teaches readers how to keep track of and manage checking and savings accounts credit cards investments mortgages and budgets with Quicken 99 This book is organized to provide hands on experience with real examples for readers who have a limited amount of time to become proficient with the program **Create Your First Web Page** Steven E. Callihan,1998 With this fast track guide readers gain the knowledge and experience necessary to create their first home page in a minimum amount of time This book provides an overview of basic HTML enables the reader to create a Web page and gives additional

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Microsoft Outlook 98 For Windows For Dummies Bill Dyszel,1998 Who what where and when We've become an information driven culture and keeping track of the people places and events in our busy lives can mean the difference between success and catastrophe So toss out all those sticky notes and pieces of paper scattered far and wide and turn to Microsoft's Outlook 98 for real world scheduling and information management solutions Outlook 98 keeps track of names addresses and essential contact information schedules meetings and appointments sends and receives e mail and manages to do lists for all occasions And the best way to keep on top of Outlook 98 is with a copy of Microsoft Outlook 98 For Windows For Dummies packed with timesaving tips and practical advice on making Outlook 98 work for you Don't be left out of the loop on timely or critical information get organized and up to speed with Microsoft Outlook 98 For Windows For Dummies today

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