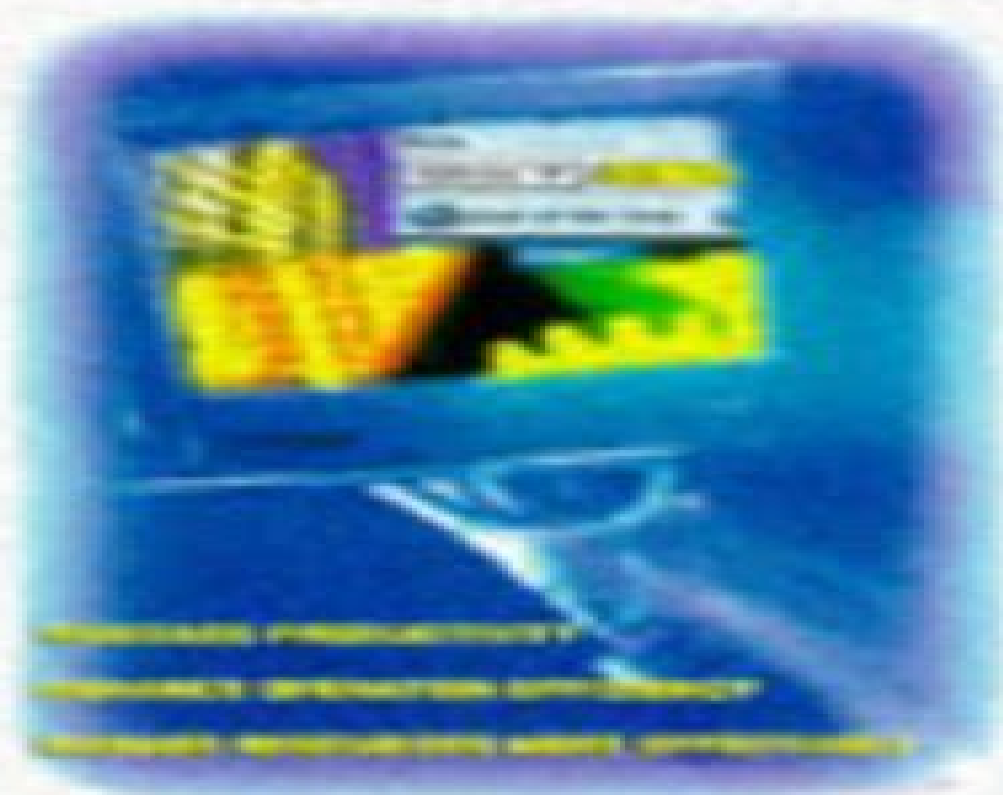


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1. The book is structured into several chapters, namely:
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 - Chapter 2: Essential Elements of Office 97 Small Business Solutions
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 - Chapter 4: Office 97 Small Business Solutions in Specific Contexts
 - Chapter 5: Conclusion
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