

Microsoft® Office 2003



Mastering Microsoft Office 2003 For Business Professionals

Pasquale De Marco



Mastering Microsoft Office 2003 For Business Professionals:

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Microsoft Office Word 2003: A Professional Approach, Specialist Student Edition w/ CD-ROM Deborah Hinkle,2004-03-31 McGraw Hill Technology Education s Professional Approach Series presents exercises in real life business situations so students get hands on experience working on actual projects the best way to prepare them for the on the job challenges they ll face Each lesson contains up to 25 skill applications and 5 end of unit skill applications that take students from simple to complex situations The Office 2003 texts complete instruction in all skill sets and activities for the appropriate Microsoft Office Specialist Certification MOS Exams *Mastering Data Visualization with Microsoft Visio Professional 2016* David J Parker,2016-05-27 Master the art of presenting information visually using Microsoft Visio Professional 2016 and Visio Pro for Office365 About This Book A complete guide to data visualization with Microsoft Visio Professional 2016 Visualize information to meet the needs of your business Get the quick way to learn Microsoft Visio 2016 Who This Book Is For This book is aimed at the departmental level business intelligence professional or Microsoft Office power user who wants to create data diagrams with Microsoft Visio that can accurately represent business information visually What You Will Learn Add external data from a variety of data sources Represent information with data graphics Create custom data like shapes Export data from structured diagrams Present information graphics to non Visio users Automate visualizations from data Develop custom templates and code for others In Detail Microsoft Visio Professional is a data visualization application that is used by many different market sectors and many different departments to represent information visually from network infrastructure to organization charts from process diagrams to office layouts Starting off with a brief introduction to Visio Professional 2016 and then moving on to data storage linking data to shapes and working with SQL Server to create a solid foundation Then we ll cover topics such as refreshing data working with geographical data working with various graphics and diagrams and more Finally you ll find out how to deploy custom stencils templates and code Style and approach This book has real life examples that will let you explore all the new features of Microsoft Visio 2016 and apply them in your daily life *Mastering Microsoft Windows Vista Home* Guy Hart-Davis,2007-04-23 Configure run and troubleshoot Windows Vista

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