Understanding 123 For Windows

H. Albert Napier,Philip J. Judd

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text The reader calls up files from the disk and interacts with the software at each step of the learning process   1-2-3 For Windows 5 For Dummies John Walkenbach,1994-08-25 More than a publishing phenomenon Dummies is a sign of the times The New York Times This book kept me from getting an ulcer Marsha Smith Priest on 1 2 3 For Windows For Dummies Free 1 2 3 for Windows 5 Cheat Sheet Inside IDG Books Worldwide s bestselling 1 2 3 For Windows For Dummies is now completely updated and expanded to include coverage of 1 2 3 Version 5 for Windows This book provides friendly guidance and helpful advice that will quickly get you up to speed and working with 1 2 3 without getting you bogged down in frustrating techie jargon Find out about the fundamentals of 1 2 3 for Windows the fun and easy way Take advantage of 1 2 3 s menus dialog boxes and SmartIcons Find lifesaving tips to save and back up your data Develop formulas and use 1 2 3 s handy built in functions like a pro Master 3 D worksheets in no time flat Create spreadsheets and graphs suitable for framing Display your data in attractive map format Figure out just enough about the tough stuff to get the job done databases macros and importing data Plus John s Lists of Top Ten Tips Ten concepts every 1 2 3 for Windows user should understand Ten commandments of 1 2 3 for Windows Ask for IDG Books For Dummies Books the Fun and Easy Way to Find Out About Computers Also look for IDG Books 1 2 3 For Windows 5 For Dummies Quick Reference the fast and friendly way to remember 1 2 3 for Windows features and commands   **Up & Running with Lotus 1-2-3** ,1991

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