



## Microsoft Excel Functions and Formulas

By Bernd Held, Theodor Richardson

Mercury Learning Information, United States, 2015. Paperback. Book Condition: New. 3rd Revised edition. 226 x 180 mm. Language: English . Brand New Book. In this completely updated edition covering Excel 2013 and previous versions, the authors demonstrate the secrets of Excel through the use of practical and useful examples in a quick reference format. A comprehensive CD-ROM accompanies the book with tips, video tutorials, shortcuts, and ready-made Excel formulas. Easy to use and equipped with a variety of functions, Microsoft Excel is the tool of choice when it comes to crunching numbers, building charts, and analyzing tables. Most users only scratch the surface of the program's functionality, especially the built-in formulas designed to make everyday operations and real-world tasks more efficient. The book's extensive examples make it an excellent tutorial for all Excel users who want to understand, create and apply formulas. Intermediate and advanced users will find Microsoft Excel Functions Formulas 3/e an excellent reference for many of the program's advanced formulas and functions. The text is easy to understand with numerous step-by-step instructions, before and after screenshots from the application. It is completely updated for Microsoft Excel 2013 and is based on the bestselling editions...



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