

Microsoft Office 2007 Keyboard Shortcuts For Windows (Shortcut Matters)

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Microsoft Office 2007 Keyboard Shortcuts For Windows (Shortcut Matters) U. C-Abel Books *Become fast and productive at office management*

Without doubt, your purpose for using a computer keyboard is to be very productive in the work you do, and that is what brought this book to existence. From this book, you will learn to use shortcut keys to perform any task in Microsoft Office 2007, you will learn many keyboard shortcuts, methods, and applications that will help you in your work. All programs of Microsoft Office 2007 are covered to give your computing style a positive touch.

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