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**RJ Shavelson**



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**Beginning Microsoft Office 2010** Guy Hart-Davis, 2011-01-11

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**Office 2010 For Dummies** Wallace Wang, 2010-05-10

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**Introduction to Windows 8** David Webster,2015-02-28 Learn all about Windows 8 and how to use it in this highly graphical guide Over 1000 images in all guide you through all the main Windows 8 Windows 8 1 features This book is based on the interactive Online Computer Training created by Dynamic Learning Online for the Australian Federal Government resulting in hundreds of thousands of training accesses

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    - Chapter 2: Essential Elements of Microsoft Office 2010 Introductory
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    - Chapter 4: Microsoft Office 2010 Introductory in Specific Contexts
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