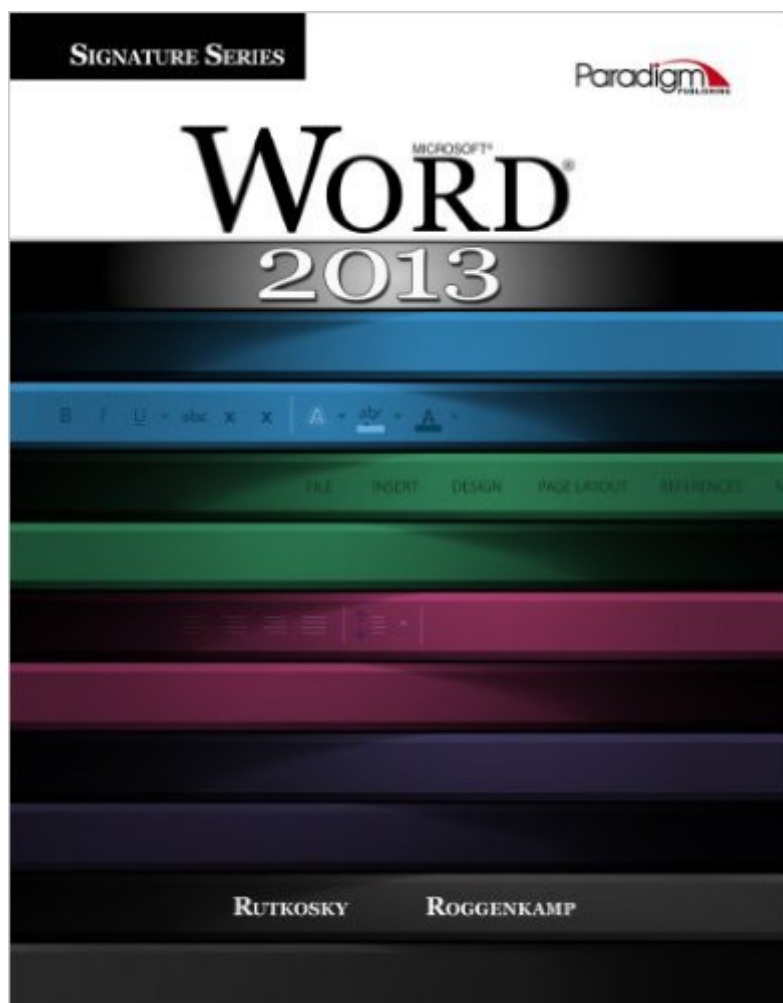


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Microsoft Word 2013 (Signature Series)



Synopsis

The Signature Series presents comprehensive instruction on Microsoft Word, offering a graduated progression of learning venues from guided tutorials to independent challenges. This text provides the critical support students need to learn and retain the Word 2013 skills required in college and the job market. Working on realistic projects helps students build their technical knowledge and reinforce their problem-solving abilities. Key Features* Students progress from guided tutorials to independent challenges.* Interdisciplinary unit assessment activities reinforce writing and problem-solving skills within the context of creating Word documents.* Expanded set of chapter exercises offers instructors greater choice in selecting assignments.

Book Information

Series: Signature Series

Spiral-bound: 1152 pages

Publisher: EMC Paradigm,US (July 1, 2013)

Language: English

ISBN-10: 076385199X

ISBN-13: 978-0763851996

Product Dimensions: 9.8 x 11 inches

Shipping Weight: 5.2 pounds

Average Customer Review: 4.2 out of 5 starsÂ Â See all reviewsÂ (20 customer reviews)

Best Sellers Rank: #96,325 in Books (See Top 100 in Books) #22 inÂ Books > Computers & Technology > Software > Microsoft > Microsoft Word #26 inÂ Books > Computers & Technology > Software > Word Processing

Customer Reviews

Book ships without a CD which is fine because everything is available on line at the web address printed on the back cover - (www.ParadigmCollege.net/SignatureWord13)

If you look on the back cover usually below where they affix the sticker there is a web address where you can access the student data files.

It came in about 5 days, and the CD was included, just as advertised. I was very pleased.

This book will help me to exceed in my class and the CD that came with it was a big help. The book

was in excellent condition and arrived in great timing for my class. Thanks, Penn Text!

Shipped with CD. Very satisfied with this purchase.

Signature was everything I expected and more. Now if you could produce a skill exam/performance evaluation booklet. That would enhance the series.

It was exactly what I needed. And am getting an A on my class so far. The condition of the book was great 'œ

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