

ABSOLUTE BEGINNER'S GUIDE

TO

Quattro[®] Pro X3



"Easy-to-read, step-by-step instructions enable novice users to quickly master Quattro Pro with greater confidence. This guide is a 'must-have' for all new Quattro Pro users."

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Absolute Beginner S Guide To Quattro Pro X3 Elaine Marmel

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Absolute Beginner's Guide to Quattro Pro X3 Elaine Marmel,2006-02-08 More and more people are learning the advantages of using Corel's Quattro Pro over other spreadsheet applications If you have joined their ranks this book is for you Absolute Beginner's Guide to Quattro Pro X3 is endorsed by Corel and offers a straight forward no nonsense approach to the basics With the help of this book you will learn how to efficiently manage analyze report and share data and then move on to more advanced features

Constructing, Using, and Interpreting Spreadsheets Philip Wolny,2010-08-15 There are certain computer skills that are both essential to employability and incredibly useful in everyday life The ability to construct use and interpret spreadsheets is one of these skills Familiarity with spreadsheet programs is an increasingly obligatory prerequisite for any office job As is the creation maintenance and effective interpretation of spreadsheets and their data Spreadsheets are an essential professional and academic asset and a useful personal tool This book tells readers everything they need to know to get started creating spreadsheets for various tasks and utilities plugging in relevant data maintaining updating and revising the spreadsheet and drawing accurate conclusions from the processed data With step by step instructions for various standard tasks this book makes working with spreadsheets both fun and easy

PC Magazine Guide to Quattro Pro for Windows Geoffrey T. LeBlond,LeBlond Group,1992-01-01 Shows how to use macros develop menus and dialog boxes network create slide shows and more

10 Minute Guide to Quattro Pro 3,1991 **10 Minute Guide to Quattro Pro 3** Gloria Wheeler,1991 New spreadsheet users now have a quick efficient guide to productivity with this 10 Minute Guide Quattro Pro essentials are covered including entering and editing data writing formulas and creating graphs and charts A series of 25 short lessons explains each function and procedure

10 Minute Guide to Quattro Pro for Windows Joe Kraynak,1992 Teaches beginning users the most commonly used features and commands of the program in 25 mini tutorials Each lesson clearly states a goal and offers a short tutorial that helps the user complete that goal in 10 minutes or less TimeSaver tips plain English definitions and panic button troubleshooting tips are included

Quattro Pro 4.0 Johan Uys,1992 **QUATTRO Pro** Borland International,1989 The book is the major source of information about the program as you learn to use it It goes into thorough detail about each area of Quattro Pro Intro

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