Eleventh Five-Year Plan of the vocational education textbooks: A New Computer Application Essentials(Chinese Edition)

By LI WEI . HAN JIA WEN

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.The paperback. Pub Date: 2010 Jun Pages: 319 Language: Chinese in Publisher: Science Press of higher vocational education Eleventh Five-Year Plan textbooks: New computer application infrastructure Tutorial specific vocational college The public computer basic courses to prepare the materials. The main contents include computer basics. computer system composed Overview WindowsXP use of the computer network infrastructure and Internet applications. Word2003 word processing software. Excel2003 spreadsheet processing software the. PowerPoint2003 presentation authoring software. office software applications. Book written using the task-driven. in many cases in the book or adapted by enterprises and institutions working in the specific case. or the case of some skills in the practice of teaching. Practical skills as the core focus umbrella to improve students' practical skills and practice literacy. The book is clear. easy to understand. practical level. The book can be used as a public vocational college computer basic course materials. adult education. computer grade examination. as well as various types of computer training courses can also be used as training materials and self-reference. Contents: Chapter 1 basic computer knowledge 1.1 computer 1.1.2 Overview...

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