

Mastering and Using Microsoft Office 2000 Integrated Projects

H. Albert Napier, Philip J. Judd



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Mastering and Using Microsoft Office 2000 Integrated Projects H. Albert Napier, Philip J. Judd People learn best by doing, therefore, this book asks users to act as the executive assistant to the president of an international travel adventure company. Using Windows, Word, Excel, PowerPoint, Access, Outlook, Internet Explorer, NetMeeting, FrontPage, and the Internet, users are asked to set up a marketing conference spanning several days. Step-by-step instructions and illustrations reinforce the real-world demands of the chapters.

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