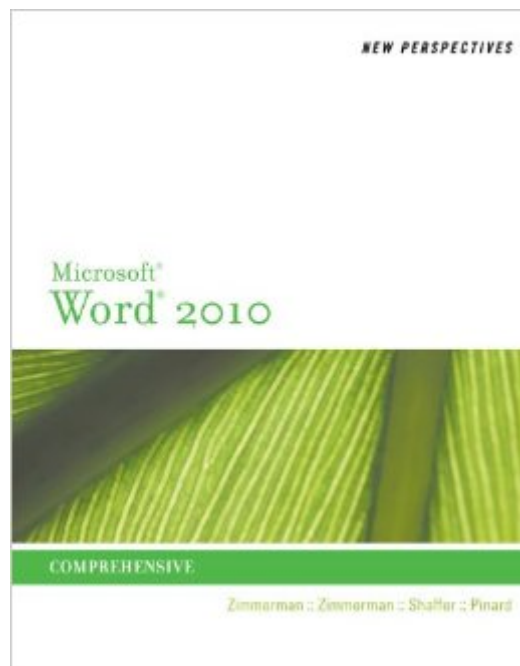


The book was found

# New Perspectives On Microsoft Word 2010: Comprehensive (New Perspectives Series: Individual Office Applications)



## Synopsis

With the New Perspectives<sup>™</sup> critical-thinking, problem-solving approach, students will gain a comprehensive understanding of Microsoft Office Word 2010 and will learn how to take advantage of the flexibility it offers. Case-based tutorials challenge students to apply what they are learning to real-life tasks, preparing them to easily transfer skills to new situations. With New Perspectives, students understand why they<sup>™</sup>re learning what they<sup>™</sup>re learning and are better situated to retain skills beyond the classroom. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

## Book Information

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## Customer Reviews

This item is exactly as advertised. Worked out quite well for my computer course and I will be keeping the book to utilize and reference in the future. Highly recommended for even beginners to go through. Not sure how you would obtain the file links to do the assignments though unless you were actually enrolled.

I needed this book for an online class I am taking. Tutorials do not help much. I have run into many steps in the assignments that were not covered at all in any of the tutorials for the specific

assignments book has you do. A lot of the stuff that it tells you to do is really more of a joke.

If I was to buy this book for my course it was going to run me almost 170 dollars! I'm so glad I was able to find this and be able to rent it for this price! It was exactly what I needed and I was able to complete my assignments with ease.

The content of the book is great! The format follows an easy methodology of using examples to teach the Lessons. The only improvement desired regards the extra effort needed to access and download the sample set of documents used in the Lessons. You need to call the author, Course Technology, to ask them for the link to their website and the correct folders within to download the sample sets. For this amount for a manual, I would expect the link to be within the book.

If you've ever wanted a step-by-step for MS Word, this is a good purchase. Lots of examples take you through the simple to the complex. Even managing forms, publications, etc. I liked its systematic approach. But best read when you are sitting in front of your computer, so you can use Word at the same time as you read.

Was a great book and helped me navigate the software in a step by step approach. I really wish that I would have kept this book instead of selling it back for cash.

I don't really know if I can actually review a text book. I am guessing you are getting this for class and would never read this unless you had to. So here it goes:It has the pages you need in themIt has colorIt helps you pass the class.Thats it

...when required for your college course. Otherwise, not going to wow you. Will teach you what you need to know and not bore you TOO much.

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