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or change a document In this way you can learn the software just as you ll use it on the job

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Using Microsoft Works 3.0 Kenneth Shaw, 1994-02

Working with Works Michael L. Sloan, 1987-01-01 A guide to Microsoft Works No bibliography

Microsoft Works 3.0 for Windows by Example Craig Hadden, Webster & Associates (Frenchs Forest, N.S.W.), 1994 This comprehensive book complete with self paced exercises teaches users the many powerful features of this integrated program The four different software applications that ship within Microsoft Works 3.0 for Windows are explained in detail the word processor the spreadsheet the database and the Communications program

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