Spreadsheet Projects In Excel 2007

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this title helps readers get the most from excel 2007 s update with insider guidance and valuable tips it is ideal for excel users looking for smart tips cool insider secrets and interesting hacks to make the most of microsoft excel 2007 it includes handy checklists and charts to get readers started in excel right away it shows readers the best way to enter format and organize data use pivottables and pivotcharts to summarize data dynamically work with charts to illustrate data points and learn how to automate common and repetitive tasks by writing macros with vba

introduction to microsoft excel 2007 spreadsheet basics creating a spreadsheet in excel 2007 advanced techniques of excel 2007 charts in excel 2007 and excel 2007 validating data in excel 2007 importing data in excel 2007 functions in excel 2007 keyboard shortcuts in excel 2007 questions

microsoft excel continues to grow in power sophistication and capability but one thing that has changed very little since the early 90s is its user interface the once simple toolbar has been packed with so many features over the years that few users know where to find them all microsoft has addressed this problem in excel

2007 by radically redesigning the user interface with a tabbed toolbar that makes every feature easy to locate and use unfortunately microsoft s documentation is as scant as ever so even if users can find advanced features they probably won t know what to do with them excel 2007 the missing manual covers the entire gamut of how to build spreadsheets add and format information print reports create charts and graphics and use basic formulas and functions like its siblings in the missing manual series this book crackles with a fine sense of humor and refreshing objectivity about its subject guiding readers through the new excel with clear explanations step by step instructions lots of illustrations and friendly time saving advice it s a perfect primer for small businesses with no techie to turn to as well as those who want to organize household and office information

in this addendum to learn excel from mr excel the amazing new features offered in excel 2007 are introduced revealing the features that make this new version the best new release of excel since 1997 this guide provides the necessary information to teach users to quickly unleash the powerful new features in excel 2007 create incredible looking charts customize color themes to match their corporate logo utilize data visualization tools and learn pivot table improvements

it is easy to create a bad looking chart in excel so this book teaches how to unlock the beautiful formatting options available in excel 2007 the authors discuss themes colors creating metallic charts shadows and transparency and show how to use the new in cell data bar charts now available

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moving to excel 2007 is not a routine upgrade microsoft s radical redesign of the application s user interface has led to confusion among many who people who have relied on excel for years our new edition of the excel 2007 pocket guide has been written from the ground up to help newcomers and longtime users alike find their way around without getting lost with this book in hand you ll be able to find your favorite excel tools quickly it s packed with information to guide beginners through the basics of creating spreadsheets and entering data while providing advanced users with information on formulas pivot tables and more inside you ll find a visual guide to the new ribbon interface that helps users find familiar tools a section designed to give beginners enough information to dive right in and start creating rich excel workbooks immediately quick answers about how to perform specific tasks in excel such as working with files editing data formatting

summarizing and displaying data convenient techniques for connecting data across worksheets and projects help for moving from the basics of spreadsheet construction to more advanced features this edition also includes an extensive reference on commonly used formulas which reveal at a glance the many possibilities excel 2007 provides for easy calculation tasks in the book are presented as answers to how do i questions such as how do i change the formatting of part of a cell s contents followed by concise instructions for performing the task you ll learn ways to customize excel to fit your needs and how to share workbooks and collaborate with others and much more don t let excel 2007 baffle you pick up this convenient pocket guide and learn to navigate this redesigned application with ease

this book is a single reference that s indispensable for excel beginners intermediate users power users and would be power users everywhere fully updated for the new release this latest edition provides comprehensive soup to nuts coverage delivering over 900 pages of excel tips tricks and techniques readers won t find anywhere else john walkenbach aka mr spreadsheet is one of the liworld s leading authorities on excel thoroughly updated to cover the revamped excel interface new file formats enhanced interactivity with other office applications and upgraded collaboration features includes a valuable cd rom with templates and worksheets from the book note cd rom dvd and other supplementary materials are not included as part of ebook file

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