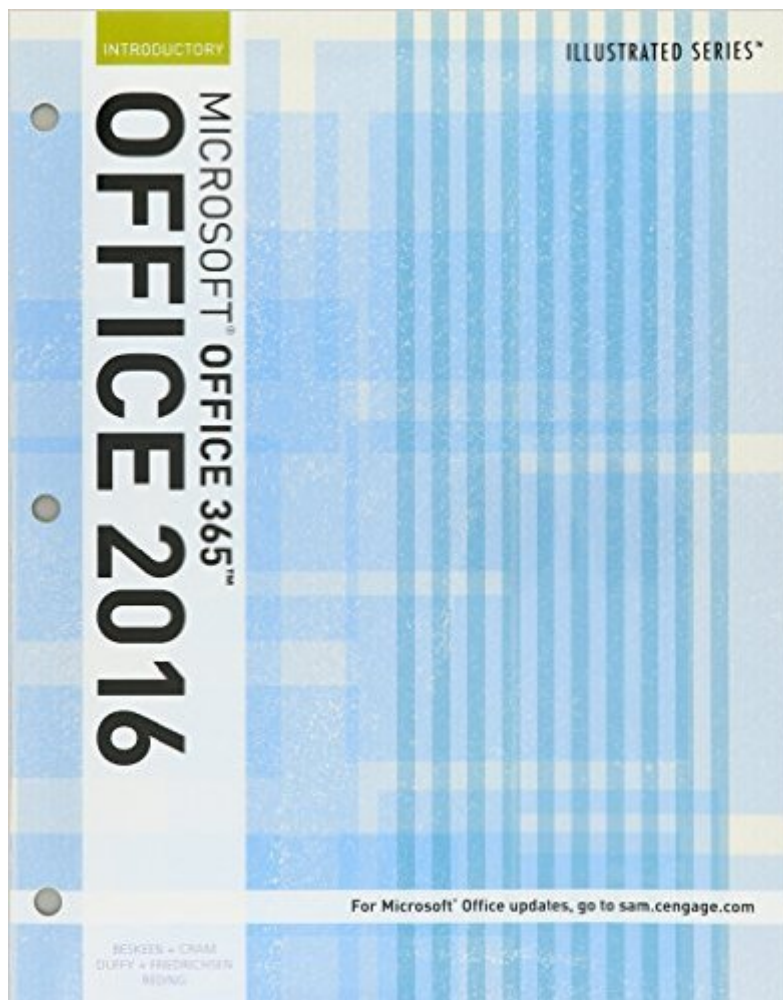


The book was found

# **Bundle: Illustrated Microsoft Office 365 & Office 2016: Introductory, Loose-leaf Version + SAM 365 & 2016 Assessments, Trainings, And Projects With 1 MindTap Reader Multi-Term Printed Access Card**





## Book Information

Loose Leaf

Publisher: Course Technology; 1 edition (May 2, 2016)

Language: English

ISBN-10: 1337206253

ISBN-13: 978-1337206259

Product Dimensions: 10.8 x 8.4 x 1.1 inches

Shipping Weight: 2.6 pounds (View shipping rates and policies)

Average Customer Review: Be the first to review this item

Best Sellers Rank: #100,200 in Books (See Top 100 in Books) #26 in Books > Computers & Technology > Databases & Big Data > Access #119 in Books > Computers & Technology > Software > Microsoft > Microsoft Office #126 in Books > Textbooks > Computer Science > Graphics & Visualization

## Customer Reviews

Get Ahead with Illustrated Microsoft Office 365 and Office 2016: Introductory. [View larger](#)

[View larger](#) [View larger](#) [View larger](#) Quick Tips and Troubles Help You Avoid Errors and Pitfalls. This edition highlights common mistakes and cautions you with special features and helpful warnings as part of each lesson's step-by-step directions. New Productivity Apps Visually Introduce New Microsoft Tools These easy-to-use, helpful productivity apps for the book's Work and School module provide a visual introduction to Microsoft OneNote, Sway, Office Mix and Edge. Companion Sways provide videos and step-by-step instructions to help you learn to master each app. Practice Exercises Emphasize Relevance of Concepts. Independent Challenges and Visual Workshops at the end of each chapter help you become adept with MS Office 2016 skills. Text is a Reference Now and in Your Future Career. The clear presentation and easily accessible information make this edition an important and helpful resource you will frequently reference both during and after your course.

SAM Helps You Master Microsoft Office and Computer Concepts. [View larger](#) [View larger](#) [View larger](#) Go from Office user to Office expert. SAM "Skills Assessment Manager" is the top online training resource for Microsoft Office suites. No matter what your skill level, SAM helps you learn with confidence so you have a better chance to make better grades. Navigate Easily From Day One. SAM has all your course

content in one easy location, offering an intuitive homepage which ensures you always get where you need to go. See How Office Is Used In The Real World. SAM training and assessments simulate the real MS Office environment, which will prepare you for more workplace success. Set Yourself Up For Better Grades. Automatic feedback on assignments and a personalized study plan help you stay on track for improved grades.

[Download to continue reading...](#)

Bundle: Illustrated Microsoft Office 365 & Office 2016: Introductory, Loose-leaf Version + SAM 365 & 2016 Assessments, Trainings, and Projects with 1 MindTap Reader Multi-Term Printed Access Card Bundle: Shelly Cashman Series Microsoft Office 365 & Office 2016: Introductory, Loose-leaf Version + SAM 365 & 2016 Assessments, Trainings, and ... MindTap Reader Multi-Term Printed Access Card Illustrated Microsoft Office 365 & Office 2016: Introductory, Loose-leaf Version (Illustrated Series) Shelly Cashman Series Microsoft Office 365 & Office 2016: Introductory, Loose-leaf Version Shelly Cashman Series Microsoft Office 365 & Access 2016: Comprehensive, Loose-leaf Version Shelly Cashman Series Microsoft Office 365 & Office 2016: Advanced, Loose-leaf Version New Perspectives Microsoft Office 365 & Excel 2016: Comprehensive, Loose-leaf Version Shelly Cashman Series Microsoft Office 365 & Outlook 2016: Intermediate, Loose-leaf Version New Perspectives Microsoft Office 365 & Word 2016: Comprehensive, Loose-leaf Version Shelly Cashman Series Microsoft Office 365 & Excel 2016: Comprehensive, Loose-leaf Version New Perspectives Microsoft Office 365 & Excel 2016: Intermediate, Loose-leaf Version Understanding Health Insurance: A Guide to Billing and Reimbursement (with Premium Web Site, 2 terms (12 months) Printed Access Card and Cengage EncoderPro.com Demo Printed Access Card) Office 2016 For Beginners- The PERFECT Guide on Microsoft Office: Including Microsoft Excel Microsoft PowerPoint Microsoft Word Microsoft Access and more! Programming Microsoft Office 365 (includes Current Book Service): Covers Microsoft Graph, Office 365 applications, SharePoint Add-ins, Office 365 Groups, and more (Developer Reference) MGMT (with MGMT Online, 1 term (6 months) Printed Access Card) (New, Engaging Titles from 4LTR Press) MKTG (with MKTG Online, 1 term (6 months) Printed Access Card) (New, Engaging Titles from 4LTR Press) ECON MICRO (with ECON MICRO Online, 1 term (6 months) Printed Access Card) (New, Engaging Titles from 4LTR Press) Shelly Cashman Series Microsoft Office 365 & Office 2016: Introductory Illustrated Microsoft Office 365 & PowerPoint 2016: Introductory Understanding ICD-10-CM and ICD-10-PCS: A Worktext, Spiral bound Version (with Cengage EncoderPro.com Demo Printed Access Card)

[Dmca](#)