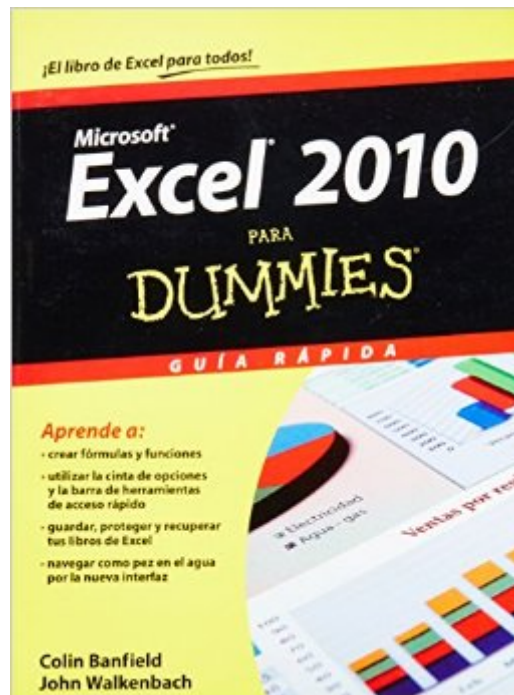


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Excel 2010 Para Dummies (Spanish Edition)



Synopsis

Si preparar ?excels? te hace perder un monton de tiempo que podrias dedicar a tareas mas productivas, en este manual encontraras las instrucciones basicas para aprender de forma rapida, sin tecnicismos ni argot informatico. Contiene todo lo que necesitas saber:comparar documentos, utilizar hojas de calculo, introducir datos, trabajar con formulas y funciones, y muchas cosas mas, asi como las novedades que incorpora Excel 2010.? Aprende de los mejores ? dos autenticos gurus del Excel te llevan de la mano para que no tropieces durante tu aprendizaje? Actualizado respecto a la version 2010 ? aprende como utilizar el filtro de segmentacion de datos para tablas dinamicas, los minigraficos, los filtros de busqueda, los filtros para graficos dinamicos interactivos y mucho mas? Multiusuario ? comparte tus libros, protegelos de usuarios no autorizados o comparalos con otros documentos? Aprovecha al maximo las posibilidades de cada celda ? edita su contenido, copia celdas y rangos, escribe fechas, formulas, texto y valores? Da forma a tu proyecto ? elige un grafico, cambia sus ejes, crea y anade elementos de contexto a tus numeros? Mucho mas que tablas ? utiliza de forma eficaz tablas, tablasdinamicas y graficos dinamicos.

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