

**Microsoft Office Excel 2003
Inside Out Inside Out
Microsoft**

Microsoft Office Excel 2003

Microsoft Office Excel 2003 provides powerful new tools with which to create, analyze, and share spreadsheet information. Excel 2003 takes advantage of the latest technologies such as XML and Microsoft SharePoint to extend desktop productivity and workspace collaboration over an intranet or the Internet. This book covers these changes, as well as smart tags, which are far more flexible in Excel 2003, and several statistical functions that have been improved to make data analysis easier. Show Me's visual format highlights these usability features for new or upgrading users, especially those upgrading from Office 97 or Office 2000. Though Excel 2003 has the fewest changes of all the Office applications, new and upgrading users will need a resource to quickly get them working with the software. This book's succinct yet complete coverage does just that! Additional features of this book include a "Troubleshooting Guide" to help solve common problems and a "Project Guide" with

a listing of real-world projects by feature, as well as a "MOS Exam Guide" with a complete listing of MOS objectives and page numbers to locate the objectives. This feature gives the series a definite advantage over competing visual titles.

Publisher's Note: Products purchased from Third Party sellers are not guaranteed by the publisher for quality, authenticity, or access to any online entitlements included with the product. Here is the ideal resource for anyone who wants to get the most out of all the new and enhanced features Excel has to offer. Learn the best methods for formatting, printing, and sharing worksheets, adding graphics, importing and exporting data to and from the Web--and much more.

Learn quickly and efficiently from a true Excel master using the tried and true Special Edition Using formula for success. Here, readers will find information that's undocumented elsewhere--even in Microsoft's own Help systems.

Excel 2007 All-In-One Desk Reference For Dummies

Excel 2003 All-in-One Desk Reference For Dummies

Show Me Microsoft Office Excel 2003

Excel 2003 Study Guide

Excel 2003

Part of the new Succeeding in Business Series, this text prepares students to analyze data and solve real-life business problems using Microsoft Excel 2003 as a tool.

A step-by-step guide to Microsoft Excel provides lessons and practice exercises to master the tools for organizing data to help prepare for the Microsoft Office Specialist exam.

Pivot tables are the most powerful feature in Excel. A basic pivot table will allow you to summarize 500,000 rows of transactional data in 30 seconds with just a few mouse clicks.

Business productivity would skyrocket if everyone knew how to use pivot tables. However, only 12% of people using Excel can create a basic pivot table. Of this group only a small percentage actually harness all the power that pivot tables afford them.

By the end of the book, users will be pivot table gurus automating pivot tables using VBA, creating pivot tables with external data in OLAP cubes, and even creating dynamic reporting systems so that managers can answer their own queries with a few mouse clicks.

Throughout the book there are no-nonsense, step-by-step tutorials and lots of practical examples aimed directly at business users.

Whether you are an Excel neophyte, a sophisticate who knows the program inside out, or an intermediate-level plodder eager to hone your skills, Excel: The Missing Manual is sure to become your go-to resource for all things Excel.

Covering all the features of Excel 2002 and 2003, the most recent version for Windows, Excel: The Missing Manual is an easy-to-read, thorough and downright enjoyable guide to one of the world's most popular, (and annoyingly complicated!) computer programs.

Never a candidate for "the most user-friendly of Microsoft programs," Excel demands study, practice and

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

dedication to gain even a working knowledge of the basics. Excel 2003 is probably even tougher to use than any previous version of Excel. However, despite its fairly steep learning curve, this marvelously rich program enables users of every stripe to turn data into information using tools to analyze, communicate, and share knowledge. Excel can help you to collaborate effectively, and protect and control access to your work. Power users can take advantage of industry-standard Extensible Markup Language (XML) data to connect to business processes. To unleash the power of the program and mine the full potential of their database talents, users need an authoritative and friendly resource. None is more authoritative or friendlier than *Excel: The Missing Manual*. Not only does the book provide exhaustive coverage of the basics, it provides numerous tips and tricks, as well as advanced data analysis, programming and Web interface knowledge that pros can adopt for their latest project. Neophytes will find everything they need to create professional spreadsheets and become confident users. *Excel: The Missing Manual* covers: worksheet basics, formulas and functions, organizing worksheets, charts and graphics, advanced data analysis, sharing data with the rest of the world, and programming. If you buy just one book about using Excel, this has GOT to be it. This book has all you need to help you excel at Excel.

Succeeding in Business with Microsoft Office Excel 2003

Learning Microsoft Office Excel 2003

Running Microsoft Excel 97

Microsoft Excel 2010 Plain & Simple

Microsoft Office Excel 2007 Inside Out

Master the Ribbon, powerful graphics capabilities, and more! Your one-stop guide to great-looking

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

spreadsheets that actually mean something Create colorful spreadsheets and charts, use Live Preview, and maximize everything Excel 2007 has to offer! Find just what you need to know about using the new Ribbon, designing spreadsheets that communicate, editing and printing them, working with formulas, protecting your data when you collaborate, turning out cool charts, and much more. The included four-color insert highlights the Ribbon, new graphics features, and more! Discover how to Create dynamic spreadsheets with style galleries Work with more than 40 new cell styles Automate formatting with Live Preview Share Excel data with other programs Use VBA to write custom Excel functions

Create Powerful Business Applications with Excel 2003 Excel 2003 is an ideal application development platform for all levels of business needs. If you're an advanced Excel user looking to gain programming experience, or a skilled developer new to Excel or the Excel Object Model, this no-nonsense book teaches you how to build custom applications that can generate substantial time and cost savings for you, your employer, and your customers. Written by a professional with nearly a decade of experience producing Excel/VBA solutions, *Mastering Excel 2003 Programming with VBA* conveys the precise knowledge and techniques you need to be highly productive. You'll master the most critical Excel

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

objects and development practices necessary to create a complete solution, including working with XML data, Smart Document technology, and database integration with ADO. And you can readily apply the practical advice and reusable code examples to your own projects. In his friendly style, author Steven Hansen makes the information easy to grasp and entertaining to read, and he does not shy away from challenging material. You'll learn all about: Ramping up with VBA Debugging tools and tactics that work Mastering the Excel Object Model Developing class modules Customizing Excel UserForms Integrating Excel with other applications Incorporating text files in your solution Coding solutions that leverage a database Using XML in Excel Designing user-friendly toolbars and menus Building Excel 2003 Smart Documents Deploying your solution

For Introductory Computer courses in Microsoft Office 2003 or courses in Computer Concepts with a lab component for Microsoft Office 2003 applications. Master the How and Why of Office 2003! Students master the "How and Why" of performing tasks in Office and gain a greater understanding of how to use the individual applications together to solve business problems. Provides an introduction to Microsoft Excel, covering such topics as managing workbooks, editing worksheets, formatting data, adding graphics,

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

working with charts, using formulas and functions, and using Web features.

Excel 2010 Power Programming with VBA

Microsoft Office Excel 2003 Programming Inside Out

Mastering Excel 2003 Programming with VBA

Microsoft Office 2003 All-in-one

formulas and functions

An overview of the latest version of Office Excel 2007 describes the program's new features and capabilities, including formatting and editing advances with Live Preview, graphics capabilities, charting interface, PivotTable, macros, and other custom functions.

Conquer Microsoft Excel formulas and functions—from the inside out! You're beyond the basics, so dive right in and really put Excel formulas and functions to work! This supremely organized reference packs hundreds of timesaving solutions, troubleshooting tips, and workarounds. It's all muscle and no fluff. Discover how the experts increase their data analysis capabilities using Excel 2003, 2007, or 2010—and challenge yourself to new levels of mastery.

Customize Excel formulas using 350+ built-in functions

Create reusable formulas for common calculations Learn smarter ways to calculate date and time values

Systematically search worksheets with lookup and reference functions Perform advanced calculations using mathematical, statistical, and financial functions Build complex formulas by nesting one function inside of another Analyze profit margins and more with new functions in Excel 2010 Develop your own functions with Visual Basic for Applications (VBA) NOTE: The sample Excel files that accompany the book were updated on 12/4/2012. Click the Companion Content link to download the files.

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

For the past three decades, the Shelly Cashman Series(r) has effectively introduced computers to millions of students, consistently providing the highest quality, most up-to-date, and innovative materials in computer education. Enjoy the proven step-by-step style and improved Office 2003 updates of the Shelly Cashman Series(r) and enhance your Office application skills today!

Written for a diverse audience (all ages, different educational backgrounds, varying educational goals), this book allows for self-paced or online learning. The primary goal of the GO! Series: Microsoft Excel 2003 Brief is to teach Microsoft Excel 2003 quickly and easily, with an approach that is based on clearly-defined projects. A key feature of the book is the use of Microsoft procedural syntax: steps begin with where the action is to take place, followed by the action itself. The instruction is error-free, clearly written, and logically arranged. This book provides users with the skills to solve business problems using the computer as a tool. The Brief edition covers the following topics: getting started with Excel; creating a workbook with formulas; and advanced formulas, functions, and charting. An efficient and handy guide for anyone interested in learning the ins and outs of Microsoft Excel 2003.

Show Me Microsoft Office Outlook 2003

Microsoft Office Excel 2003 QuickSteps

Microsoft Office Excel 2003

A Problem Solving Approach

Excel 2003 Programming

Provides instructions on the programming capabilities of Microsoft Excel.

Appropriate for all introductory-to-intermediate level courses in Microsoft Office Excel 2003.

Designed for students at a wide variety of skill

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

levels, Learning Microsoft Office Excel 2003 provides a total-immersion, hands-on tutorial that walks students step by step, mouse-click by mouse-click, keystroke by keystroke through each of Excel 2003's most important features. The well-illustrated, spiral-bound manual contains easy-to-read, appealingly formatted procedural explanations, step-by-step exercises, and many screen shots-all in a carefully organized multi-part lesson format. Each lesson is comprised of several exercises built around using Excel in real-life business settings. Most exercises consist of seven key elements: a brief On the Job description of how the student would use this feature in the workplace; a realistic exercise scenario; definitions of key terms; concise notes describing and outlining important concepts; hands-on mouse and keyboard procedures; step-by-step instructions for putting the skills to work; and an On Your Own critical thinking activity students can work through on their own, for reinforcement, practice, or to test skills proficiency. Each lesson ends with additional Critical Thinking exercises that call upon students to rely on the skills they've learned. Coverage in this edition includes: basic concepts; entering data; saving and opening workbooks; using formulas and functions; printing, editing, and manipulating worksheets and workbooks; reformatting worksheets; integrating Excel with other applications and the Internet; using advanced functions; creating and modifying charts; analyzing

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

data; and creating automated macros.

Written for a diverse audience (all ages, different educational backgrounds, varying educational goals), this book allows for self-paced or online learning. The primary goal of GO! Series: Microsoft Excel 2003 Volume 1 is to teach Microsoft Excel 2003 quickly and easily, with an approach that is based on clearly-defined projects. A key feature of the book is the use of Microsoft procedural syntax: steps begin with where the action is to take place, followed by the action itself. The instruction is error-free, clearly written, and logically arranged. This book provides users with the skills to solve business problems using the computer as a tool. Volume 1 covers the following topics: getting started with Excel; creating a workbook with formulas; and advanced formulas, functions, and charting; customizing a workbook; adding logic and protecting the workbook; and checking work and working collaboratively. An efficient and handy guide for anyone interested in learning the ins and outs of Microsoft Excel 2003. Explains how to use the newest version of Excel to store and manipulate data, create and use formulas, customize spreadsheets, integrate Excel with other applications, and share data over an intranet.

Absolute Beginner's Guide to Microsoft Office
Excel 2003

Microsoft Access 2010 Plain & Simple

Microsoft Office Specialist

Brief

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

Excel 2003: The Missing Manual Presents a guide to the applications found in Microsoft Office, including Excel, Access, Word, PowerPoint, and Outlook.

All the methods and tools you need to successfully program with Excel John Walkenbach's name is synonymous with excellence in computer books that decipher complex technical topics. With this comprehensive guide, "Mr. Spreadsheet" shows you how to maximize your Excel experience using professional spreadsheet application development tips from his own personal bookshelf. Featuring a complete introduction to Visual Basic for Applications and fully updated for the new features of Excel 2010, this essential reference includes an analysis of Excel application development and is packed with procedures, tips, and ideas for expanding Excel's capabilities with VBA. Offers an analysis of Excel application development and a complete introduction to Visual Basic for Applications (VBA) Features invaluable advice from "Mr. Spreadsheet" himself

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

(bestselling author John Walkenbach), who demonstrates all the techniques you need to create large and small Excel applications Provides tips, tricks, and techniques for expanding Excel's capabilities with VBA that you won't find anywhere else This power-user's guide is packed with procedures, tips, and ideas for expanding Excel's capabilities with VBA.

It's packed with everything from quick, clear instructions for new users to comprehensive answers for power users. And it's complete in one volume. In short, Running Microsoft Excel 97 is the authoritative handbook you'll keep by your computer and use every day. Get new information on creating and managing worksheets with Microsoft Excel as well as working with databases from Microsoft Access. Discover how to collaborate with others almost anywhere using Microsoft Excel, workgroups, and the Internet. Gain insight into using Microsoft Excel 97 as a component within Microsoft Office 97. ""Chapters at a Glance"" for quick reference, comprehensive table of contents, extensive cross-referenced index,

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

""Quick Reference"" tear-out card, step-by-step instructions, hundreds of screen illustrations, real-world examples, and tips and advice from the experts. Find information fast with a searchable version of the book on disc. Includes Microsoft Internet Explorer and add-ons such as NetMeeting and Internet Connection Wizard.

When you think of number-crunching and spreadsheets, you think of Excel, right? After Word, it's the most popular program in the Microsoft Office suite. But if technical jargon isn't your first language, you may have found Excel just a teeny bit frustrating. It can be really hard to pick your way through the many features and make Excel do what you need for it to do. Once you know how, you can use Excel to

- Create fill-in-the-blank forms
- Prepare expense reports and invoices
- Manage all sorts of data
- Keep sales and inventory records
- Analyze financial data and create forecasts
- Present information in charts and graphs

Excel 2003 All-in-One Desk Reference For Dummies tames the Excel monster. Nine minibooks break things down into manageable, logical

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

sections covering the basics, worksheet design, formulas and functions, worksheet collaboration, charts and graphics, data management, data analysis, working on the Web, and tweaking Excel with a programming language called Visual Basic for Applications, or VBA. In the friendly, plain-English For Dummies style, this book makes it easy to find what you're looking for and get instructions for doing what you need to do. You'll be able to Find your way around Excel's menus, toolbars, and dialog boxes, and access online help Format a professional-looking spreadsheet that presents data the way you choose Edit an existing spreadsheet without disturbing its design or contents Build Excel formulas and use built-in functions to produce the calculations you want Share spreadsheet data with other people and programs, and collect comments Create great-looking charts and find out how to choose the right format to display your data effectively Use Excel to maintain large amounts of data, then filter the data to extract the information you need Publish

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

spreadsheets and charts on the Web in HTML format Explore ways to customize Excel with VBA Best of all, it's easy to find what you need in Excel 2003 All-in-One Desk Reference For Dummies. Before you know it, you'll discover you've developed a friendship with Excel that will make your life easier, boost your business, and impress your friends!

Microsoft Office 2003 in 10 Simple Steps or Less

Microsoft Office Excel 2003 Inside Out The Missing Manual

Microsoft Excel 2010 Formulas and Functions Inside Out

Go! with Microsoft Office

See it done, do it yourself! Spend less time reading and more time doing with this simple, step-by-step approach. Outlook 2003, the most changed application in this revision of Office, provides powerful new tools with which to get connected, manage information, and communicate with others. Based on a proven, successful series format, this book uses a visual page design with easy-to-read text to teach beginning to intermediate level Outlook tasks. Troubleshooting guides, "see also" referencing, sample projects, and MOS objectives add even more for the ambitious learner. Author

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

Steve Johnson is a professional trainer and author of several best-selling books.

Brace yourself, because here comes QuickSteps: The fast, easy, accessible information on Excel 2003 in a full-color cookbook-style format. Provides answers to all of your How-do-I questions in a concise and meaningful way. Lengthwise page layout allows for easy page viewing. Useful tips and cautions are displayed in the margins so that they don't break the flow of the quick steps themselves. Get the guide that makes learning Microsoft Access 2010 plain and simple! This full color, no-nonsense book shows you the quickest ways to build a database and sort information, using easy-to-follow steps and concise, straightforward language. You'll learn how out-of-the-box templates and reusable components make Access 2010 a fast and simple database solution. Here's WHAT you'll learn: Design and build your own database quickly Use Access forms to collect information with ease Create and modify tables to organize your data Store files such as documents and images Exchange data with other databases and documents Bring your data alive with colorful reports Here's HOW you'll learn it: Jump in whenever you need answers Easy-to-follow STEPS and SCREENSHOTS show exactly what to do Handy TIPS teach new techniques and shortcuts Quick TRY THIS! exercises help apply what you learn right away

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

Every time you turn around, you run into Excel. It ' s on your PC at work. It ' s on your PC at home. You get Excel files from your boss. Wouldn ' t you like to understand this powerful Microsoft Office spreadsheet program, once and for all? Now, you can crunch financial data, add sparkle to presentations, convert static lists of numbers into impressive charts, and discover what all the shouting ' s about regarding databases, formulas, and cells. You may even decide that getting organized with a good spreadsheet is downright useful and fun! Flip open Excel 2003 For Dummies, and you ' ll quickly start getting the basics of Excel in plain English. Written for the rest of us, this down-to-earth book gently shows you how to: Create a spreadsheet from scratch Apply the basics of formatting cells Take on database forms—even add records—and prevail Get organized and stay that way Save worksheets as Web pages for your company intranet In a clear and easy-to-understand style, veteran software trainer and technology writer Greg Harvey explains the basics of worksheets and workbooks, how to enter data and work with formulas, and how to print your masterpieces. When you ' re feeling very bold, he ' ll have you adding comments and pictures, saving files with security protection, and learning to zip between multiple worksheets in a workbook with ease. And there ' s much more: Clip and save the Top Ten Beginner

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

Basics of Excel 2003 Pay heed to the Top Ten Commandments of Excel 2003 Impress your colleagues by creating a company org chart Re-open those documents and add or edit new data with aplomb Move between these sheets without trouble Decipher and take charge of helpful tools and commands such as Sort, Filter, Format Cells, and PivotTable You ' ll finally be able to stop pestering the Excel experts in your office. Become your own expert with the friendly and down-to-earth practical instruction you ' ll find in Excel 2003 For Dummies. Excel 2003 VBA Programming with XML and ASP Sams Teach Yourself Microsoft Office Word 2003 in 24 Hours

Microsoft Office Excel 2003 Step by Step

Excel 2003 For Dummies

How to Do Everything with Microsoft Office Excel 2003

Explains how to design and build worksheets using the electronic spreadsheet program, covering topics including formulas, borders, and speech recognition.

Get the guide that makes learning Microsoft Excel 2010 plain and simple! This full color, no-nonsense book shows you the quickest ways to solve a problem or learn a skill, using easy-to-follow steps and concise, straightforward language.

You'll analyze, manage, and share information in more ways than ever before. Here's WHAT you'll learn: Manage your financial data and personal expenses Get started quickly with prebuilt templates Create formulas and functions to do the hard work Sort, filter, update, and copy your data Use charts and graphics to bring data to life Collaborate with colleagues by sharing spreadsheets online Here's HOW you'll learn it: Jump in whenever you need answers Easy-to-follow STEPS and SCREENSHOTS show exactly what to do Handy TIPS teach new techniques and shortcuts Quick TRY THIS! exercises help apply what you learn right away Validate your expertise and get the attention of employers with Microsoft Office Specialist certification. This comprehensive guide is what you need to prepare for certification in Excel 2003, both the Specialist and Expert levels. Carefully planned by a seasoned Microsoft Office Specialist instructor, this invaluable study guide uses real-world scenarios to teach the full range of Excel 2003 skills you need-not only to prepare for the certification exams, but

also to increase your ability and productivity in the workplace. Covering twenty-four Specialist exam objectives and thirty-three Expert exam objectives, the book progresses through the functions and features of Excel software. Even entry-level Excel users can rapidly build their skills. Excel 2003 Specialist Certification Skill Sets * Creating Data and Content * Analyzing Data * Formatting Data and Content * Collaborating * Managing Workbooks Excel 2003 Expert Certification Skill Sets * Organizing and Analyzing Data * Formatting Data and Content * Collaborating * Managing Data and Workbooks * Customizing Excel Plus, you'll find additional career preparation tools, including: * Solutions for real-world scenarios * Structured learning for quick productivity * Full glossary of terms Go to www.sybex.com/go/mosexcel2003 for downloadable sample files from the exercises in the book. Practice what you've learned on your own. Visit www.sybex.com for all of your professional certification needs. A guide to Microsoft Excel describes the

fundamentals of creating spreadsheets along with information on such topics as formatting and editing worksheets, adding graphics, building formulas, creating charts, and working with external data.

Comprehensive Concepts and Techniques Using Microsoft Office Excel 2003

Go! with Microsoft Office Excel 2003

Brilliant Microsoft Excel 2007

A Developer's Notebook

The most comprehensive guidebook available on the most popular spreadsheet program, fully updated to include all-new "X" features Written by the leading Excel guru known as "Mr. Spreadsheet," John Walkenbach, who has written more than thirty books and 300 articles on related topics and maintains the popular Spreadsheet Page at www.j-walk.com/ss The definitive reference book for beginning to advanced users, featuring expert advice and hundreds of examples, tips, techniques, shortcuts, work-arounds, and more Covers expanded use of XML and Web services to facilitate data reporting, analysis, importing, and exporting information Explores Excel programming for those who want advanced information CD-ROM includes all templates and worksheets used in the book, as well as sample chapters from all Wiley Office "X" related Bibles and useful third party software, including John Walkenbach's Power Utility Pak Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file.

On the surface, it doesn't appear as if much in Excel 2003 has changed. There are a handful of new objects and the user interface is largely the same. But beyond a superficial glance, you'll see that there are fundamental shifts implied by the new features: Lists, XML, web services, .NET, and InfoPath build a framework for

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

entirely new ways to exchange data with Excel. In fact, that's much of what Excel 2003 is all about--solving problems that deal with teamwork-- collecting and sharing data, programming across applications, and maintaining security. The latest in our Developer's Notebook series, this guide introduces intermediate to advanced Excel VBA programmers to the newest programming features of Excel 2003,--focusing just on what's new--so you can get up to speed quickly. Light on theory and long on practical application, the book takes you directly to the topics you'll want to master through a series of hands-on projects. With dozens of practical labs, you'll be able to decide for yourself which new aspects of Excel will be useful or not in your own work. And best of all, you won't have to buy an expensive revision of a legacy Excel programming tutorial to learn about the new features--if they're covered there at all. Excel 2003 Programming: A Developer's Notebook shows you how to work with lists and XML data, secure Excel applications, use Visual Studio Tools for Office, consume Web Services, and collect data with Infopath. Each chapter is organized into a collection of labs, each of which addresses a specific programming problem. You can follow along to complete the lab on your own, or jump ahead and use the samples the author has built for you. The new Developer's Notebooks series from O'Reilly covers important new tools for software developers. Emphasizing example over explanation and practice over theory, they focus on learning by doing--you'll get the goods straight from the masters, in an informal and code-intensive style that suits developers. If you've been curious about Excel 2003, but haven't known where to start, this no-fluff, lab-style guide is the solution.

A guide to Microsoft Word covers such topics as formatting, using columns, adding images, and integration with other software.

Easy Microsoft Office Excel 2003

Excel 2003 Bible

Read Book Microsoft Office Excel 2003 Inside Out Inside Out Microsoft

Straight to the Point : Microsoft Power Point 2003