



## Microsoft Office 2008 for Mac Bible

*Sherry Kinkoph Gunter, Jennifer Ackerman Kettell, Greg Kettell*

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**Microsoft Office 2008 for Mac Bible** Sherry Kinkoph Gunter, Jennifer Ackerman Kettell, Greg Kettell

- Written by an expert in the field of technology training and author of nearly two dozen titles, this complete guide offers readers thorough yet clear instruction on using the Microsoft Office suite: Word, Excel, PowerPoint, and Entourage
- Apple has welcomed Microsoft Office into its world and this reference is the ultimate resource for learning how to best capitalize on each application of Office
- Reviews creating, editing, formatting, and sharing digital documents with Word; gathering and analyzing information with Excel; creating dynamic presentations with PowerPoint; and using the e-mail and calendar of Entourage

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