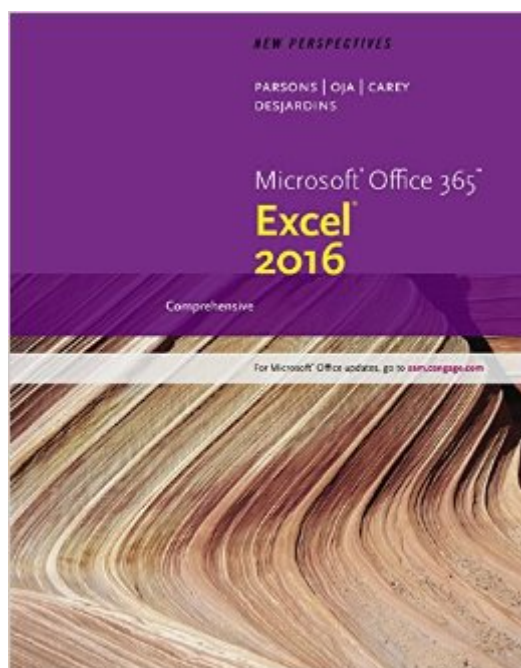


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# New Perspectives Microsoft Office 365 & Excel 2016: Comprehensive, Loose-leaf Version



## Synopsis

Develop the complete set of Microsoft Excel 2016 skills you need to be successful in college and beyond with the emphasis on critical-thinking, problem-solving, and in-depth coverage found in **NEW PERSPECTIVES MICROSOFT OFFICE 365 & EXCEL 2016: COMPREHENSIVE**. Updated with all-new case scenarios, this edition clearly applies the thorough skills you are learning to real-world situations, making the concepts even more relevant. New Productivity Apps provide a visual introduction to Microsoft OneNote, Sway, Office Mix and Edge with fun, hands-on activities. Companion Sways provide videos and step-by-step instructions to help you learn to use each app. **NEW PERSPECTIVES MICROSOFT OFFICE 365 & EXCEL 2016: COMPREHENSIVE** demonstrates the importance of all of the Microsoft Excel 2016 skills you're learning while strengthening your outcomes and helping you transfer your thorough understanding of Microsoft Excel to other applications and disciplines for further success.

## Book Information

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Loose Leaf

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Average Customer Review: 2.0 out of 5 stars [See all reviews](#) (1 customer review)

Best Sellers Rank: #112,760 in Books (See Top 100 in Books) #82 in [Books > Computers & Technology > Software > Microsoft > Microsoft Excel](#) #126 in [Books > Computers & Technology > Software > Microsoft > Microsoft Office](#) #128 in [Books > Computers & Technology > Business Technology > Software > Spreadsheets](#)

## Customer Reviews

I purchased this book in order to advance my knowledge with excel. I want to learn more advanced topics using excel. The text is easy to follow and starts off with the basics (which I expected and I am perfectly comfortable with). The textbook often refers to spreadsheets needed to perform the exercises described in the book. The publisher DID NOT include access to these spreadsheets with the purchase of their textbook. A serious downside for this purchase has been the customer service

from the publisher. I have asked the publisher for help toward obtaining the excel documents three times now (2 emails and one phone call). The phone call lasted 33 minutes and I was on hold for approx. 28 of the 33 minutes. Their website is NOT easy to navigate for help and my first written request for help was punted back to me telling me to contact another department without providing clear direction for how to contact the other department. I FINELY found a phone number to call. I already described the length of the call above. While they were nice on the phone I doubted the sincerity in their promise in getting me the information I required in order to enhance my training using their textbook. I STILL DO NOT have the excel spreadsheets required for the textbook and I am NOT optimistic that the publisher will follow through on their promise to me in providing those documents. I have not heard back from them regarding my request for help and/or the status of my request (if, in fact, they are truly trying to help).

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