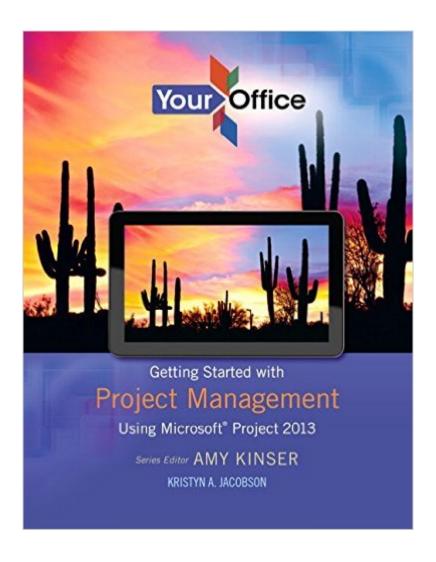
The book was found

Your Office: Getting Started With Project Management (Your Office For Office 2013)





Synopsis

This two-workshop book provides an overview of key project management topics and skills, using Microsoft Project 2013 to give students hands-on learning. Make Microsoft Office, Your Office The Your Office series prepares you to use both technical and soft skills in the real world. Our modern approach weaves the technical content into realistic business scenarios and focuses on using Office as a decision-making tool. Students learn best by doing, so you will be active from page 1. There is plenty of guidance at first, but the case exercises will ask more from you as the book progresses. Innovative features help you progress from a basic understanding to mastery of each application, empowering you to perform with confidence in Windows 8, Word, Excel, Access, and PowerPoint, even on mobile devices. No matter what career path youâ ™re on, the Your Office series will give you the foundation to succeed.

Book Information

Series: Your Office for Office 2013

Paperback: 128 pages

Publisher: Pearson; 1 edition (August 4, 2014)

Language: English

ISBN-10: 0133143996

ISBN-13: 978-0133143997

Product Dimensions: 8.3 x 0.4 x 10.7 inches

Shipping Weight: 9.9 ounces (View shipping rates and policies)

Average Customer Review: 4.5 out of 5 stars Â See all reviews (2 customer reviews)

Best Sellers Rank: #1,058,078 in Books (See Top 100 in Books) #98 in Books > Computers &

Technology > Business Technology > Microsoft Project #112 in Books > Computers &

Technology > Software > Microsoft > Microsoft Project #425 in Books > Computers & Technology

> Software > Suites

Customer Reviews

I got this because I am taking a Microsoft Project class and I need it. So far we have gone through the first 45 pages but it is very in depth and teaches you a lot in those few pages. This might be something to help you even if you don't need a class. It doesn't explain what a project is or other things like that but it teaches you the lingo and how to do what is needed to make a project and to schedule it correctly.

Download to continue reading...

Your Office: Getting Started with Project Management (Your Office for Office 2013) Project Management: 26 Game-Changing Project Management Tools (Project Management, PMP, Project Management Body of Knowledge) Agile Project Management: Box Set - Agile Project Management QuickStart Guide & Agile Project Management Mastery (Agile Project Management, Agile Software Development, Agile Development, Scrum) Agile Project Management: An Inclusive Walkthrough of Agile Project Management (Agile Project Management, Agile Software Development, Scrum, Project Management) Project Management: Secrets Successful Project Managers Know And What You Can Learn From Them: A Beginner's Guide To Project Management With Tips On Learning ... Project Management Body of Knowledge) Scrum: The Amazing Beginners Guide To Getting Started With Scrum - Everything You Need To Know About Scrum Methodology and Project Management! (Scrum Master, Scrum Agile, Agile Project Management) Project Management Using Microsoft Project 2013: A Training and Reference Guide for Project Managers Using Standard, Professional, Server, Web Application and Project Online Getting Started Knitting Socks (Getting Started series) Getting Started in Chart Patterns (Getting Started In.....) Agile Project Management: QuickStart Guide - The Simplified Beginners Guide To Agile Project Management (Agile Project Management, Agile Software Development, Agile Development, Scrum) Agile Project Management: & Scrum Box Set - Agile Project Management QuickStart Guide & Scrum QuickStart Guide (Agile Project Management, Agile Software ... Scrum, Scrum Agile, Scrum Master) Agile Project Management: For Beginners - A Brief Introduction to Learning the Basics of Agile Project Management (Agile Project Management, Agile Software Development, Scrum) Agile Project Management: QuickStart Guide -The Complete Beginners Guide To Mastering Agile Project Management! (Scrum, Project Management, Agile Development) Agile Project Management: Mastery - An Advanced Guide To Agile Project Management (Agile Project Management, Agile Software Development, Agile Development, Scrum) Scrum For Newbies: The Amazingly Simple, Plain English Guide To Getting Started With Scrum (Scrum, agile project management, lean, scrum master, scrum agile, exam, software development Book 1) Microsoft Project 2013, Configuraci $\tilde{A}f\hat{A}$ n: Configura bien el Project, evita contratiempos (Administrando Proyectos con Microsoft Project) (Spanish Edition) GO! with Microsoft Office 2016 Getting Started (GO! for Office 2016 Series) Agile Project Management: The Agile PMO: Leading the Effective, Value Driven and Agile Project Management Office (Agile Business Leadership Book 1) A Down-To-Earth Guide To SDLC Project Management: Getting your system / software development life cycle project successfully across the line using PMBOK

adaptively. Project Management: A Quick Start Beginner's Guide For The Serious Project Manager To Managing Any Project Easily

<u>Dmca</u>