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Mastering Microsoft Works

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Mastering Microsoft Works David Sachs, Babette Kronstadt, Judith Van Wormer, Barbara Farrell, 1990-01-24 This is a clearly written step by step introduction to using Microsoft Works Version 2.0 on an IBM PC or compatible computer The hands on approach and frequent self check sections make learning Microsoft Works easy Covers all Works functions word processing database management a spreadsheet with graphics and telecommunications **Mastering Microsoft Works**

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