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like Student Corner Tech Funda Clickpedia Comp Caution Exercise In the Lab Subject Enrichment Teacher s Corner Periodic Assessment Test Sheet Project Work Explore More Keyboard Shortcuts and Glossary WHAT WILL YOU LEARN You will learn about Fundamentals of computers ICT Tools Computational Thinking Software Excel 2010 Introduction Excel as Database Basic 256 Services on Internet WHO THIS BOOK IS FOR Grade 7 TABLE OF CONTENTS 1 Types of Software 2 Advanced Features of Windows 7 3 Introduction to MS Excel 2010 4 Editing in MS Excel 5 Formulas and Functions 6 Excel as Database 7 Charts in Excel 8 Periodic Assessment 3 9 Conditional and Looping statements in BASIC 256 10 Services on Internet 11 Project Work 12 Explore More Excel 2016 13 OGO Cyber Sample Questions 14 Keyboard Shortcuts MS Excel 15 Glossary

Quick Course in Microsoft Office 2000 Online Press, Inc,1999 This easy to use approachable guide provides fast paced to the point tutorials and learning exercises for quickly grasping application basics and building proficiency Designed for the beginning to intermediate student the book can be used for self training and instructor led classes focusing on using the computer to get specific tasks done at home or at work *Microsoft Publisher 2000 by Design* Luisa Simone,1999 Written by a desktop publishing professional this book not only shows the key features of the software but also shows how to apply good design principles through several hands on projects **The Cumulative Book Index** ,1999 **Microsoft Excel 2000 at a Glance** Perspection, Inc,1999 Provides illustrated step by step instructions for using the Microsoft Excel 2000 spreadsheet program *Touchpad Plus Ver. 1.1 Class 6* Nisha Batra,2022-07-06 Computer Science Textbook Designed for Joyful Learning KEY FEATURES National Education Policy 2020 Fun Zone contains variety of exercises to reinforce the concepts Let s Plug in links back to previous knowledge before starting the lesson Special Chapter on Computational Thinking and Artificial Intelligence QR Code for digital interaction Artificial Intelligence Special Chapter on Artificial Intelligence Computational Thinking Special Chapter on Computational Thinking DESCRIPTION Touchpad PLUS Version 1 1 is based on Windows 7 and MS Office 2010 This series contains five sections Digital World section introduces fundamental and application concepts to embrace computer science and integrate them with other subjects and skills Cyber Word section covers Internet literacy and makes the students aware of cybercrime and cyber security website development etc Computational Thinking section includes interesting and engaging activities on Reasoning Visualization Interpretation Critical Thinking Information Processing and Algorithmic Intelligence and there by making them smarter Coding World section introduces students to the world of coding and thus developing their problem solving and logical skills Artificial Intelligence AI section takes the students on a voyage to the world of latest trends like Robotics and AI along with an AI game making them future ready WHAT WILL YOU LEARN You will learn about Digital World Cyber World Computational Thinking Coding Artificial Intelligence WHO THIS BOOK IS FOR Grade 6 TABLE OF CONTENTS 1 Computer Software 2 Windows 7 3 More on MS PowerPoint 2010 4 Understanding MS Excel 2010 5 Introduction to Flash CS6 6 Using Tools in Flash CS6 7 Internet and E mail 8 Algorithm and Flowchart 9 Introduction to Programming 10 Intelligence and AI Approaches 11 Project

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Prima's Official Guide to Seagate Crystal Reports 7, 1999 **Quick Course in Microsoft PowerPoint 2000**

Online Press, Inc, 1999 The core of this guide is a logical sequence of straightforward easy to follow hands on instructions for creating outstanding presentations in a fast paced training solution free of unnecessary frills *Creating Spreadsheets and Charts in Microsoft Office Excel 2007 for Windows* Maria Langer, 2006-12-28 Microsoft Excel is the world's most popular spreadsheet program used by schools offices and home users In Excel 2007 Microsoft has completely redesigned the user interface making it more intuitive and more attractive But anyone needing to get started quickly without learning all the ins and outs of the software still needs a handy guide And with *Creating Spreadsheets and Charts in Microsoft Excel 2007 Visual QuickProject Guide* they've got one Excel expert Maria Langer walks readers through the new interface and teaches them the tools they will use throughout the project From there she helps them create their first workbook using formulas adding formatting adding a visually rich chart Readers also learn how to effectively print their spreadsheets and charts something that's much more confusing than it sounds Along the way all readers will learn how to create attractive professional and effective Excel documents Each book in the Visual QuickProject Guide series now has a companion website featuring sample project files making it even easier for users to work through each project as they read through the book Other features on the companion website may include articles on getting the most out of the topic a database of frequently asked questions excerpts from the book general tips and more **Physicians & Computers**, 1998-07 What Your Computer Consultant Doesn't Want You to Know Joshua Feinberg, 2002 In a small business office without formal computer support department someone takes on the role of internal computer guru the one everyone yells for instinctively when the printer jams the database locks up or toolbars and files disappear So the internal guru gets stuck with the company's PC problems without classroom training on hardware or software This book is for those small business gurus

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