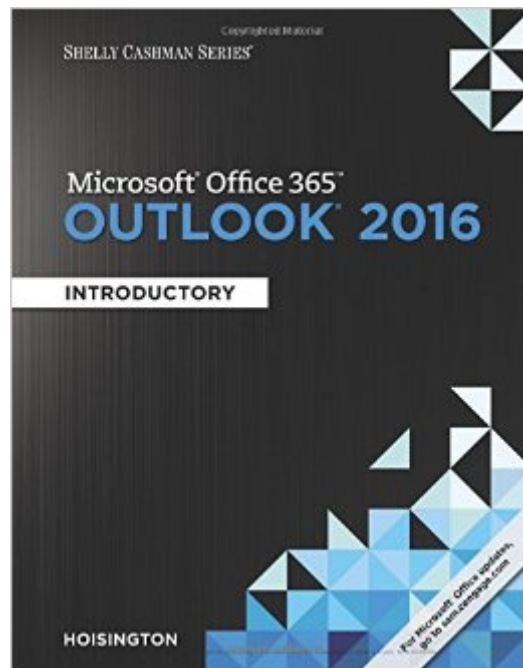# Shelly Cashman Series Microsoft Office 365 & Outlook 2016: Introductory

# Synopsis

Discover the latest advancements that Microsoft Outlook 2016 has to offer with MICROSOFT OFFICE 365 & OUTLOOK 2016: INTRODUCTORY -- the new edition in today's generation of acclaimed Shelly Cashman Series books. For more than three decades, the Shelly Cashman Series has effectively introduced advanced computer skills to millions of students like you. MICROSOFT OFFICE 365 & OUTLOOK 2016: INTRODUCTORY continues the Series' strong history of innovation with a proven learning approach enhanced to address your needs, no matter what your learning style. A trademark step-by-step, screen-by-screen approach encourages you to expand your understanding of Microsoft Outlook 2016 through experimentation, critical thought, and personalization. This new edition and accompanying resources deliver effective educational materials specifically designed to effectively introduce basic and new features, improve retention, and prepare you for future success with the latest Microsoft Outlook 2016.

# Book Information

Series: Shelly Cashman

Paperback: 192 pages

Publisher: Course Technology; 1 edition (January 19, 2016)

Language: English

ISBN-10: 1305871138

ISBN-13: 978-1305871137

Product Dimensions: 8.3 x 0.5 x 10.7 inches

Shipping Weight: 15.2 ounces (View shipping rates and policies)

Average Customer Review: 2.0 out of 5 starsÂ Â See all reviewsÂ (1 customer review)

Best Sellers Rank: #2,210,048 in Books (See Top 100 in Books)   #97 inÂ Books > Computers & Technology > Software > Microsoft > Microsoft Outlook   #194 inÂ Books > Computers & Technology > Software > E-mail   #1293 inÂ Books > Computers & Technology > Software > Microsoft > Microsoft Office

# Customer Reviews

The cost of this book in comparison to its usefulness did not justify the purchase.

Download to continue reading...

Shelly Cashman Series Microsoft Office 365 & Outlook 2016: Introductory, Loose-leaf Version
Shelly Cashman Series Microsoft Office 365 & Outlook 2016: Introductory Shelly Cashman Series

Microsoft Office 365 & Word 2016: Introductory Shelly Cashman Series Microsoft Office 365 & PowerPoint 2016: Introductory, Loose-leaf Version Shelly Cashman Series Microsoft Office 365 & PowerPoint 2016: Introductory Bundle: Illustrated Microsoft Office 365 & Office 2016: Fundamentals, Loose-leaf Version + MindTap Computing, 1 term (6 months) Printed Access Card ... Office 365 & Office 2016: Introductor Microsoft Office 2010: Introductory (Shelly Cashman Series Office 2010) Bundle: New Perspectives Microsoft Office 365 & Office 2016: Introductory, Loose-leaf Version + SAM 365 & 2016 Assessments, Trainings, and Projects with 1 MindTap Reader Multi-Term Printed Access Card Shelly Cashman Series Microsoft Office 365 & Word 2016: Comprehensive Microsoft Office 2010, Introductory with Access Code [With DVD] (Shelly Cashman) Microsoft Office XP: Introductory Concepts and Techniques, Windows XP Edition (Shelly Cashman) Microsoft Publisher 2013: Introductory (Shelly Cashman Series) Bundle: New Perspectives Microsoft Office 365 & Office 2016: Introductory, Loose-leaf Version + MindTap Computing, 1 term (6 months) Printed Access Card Microsoft Visual Basic 2012 for Windows, Web, Office, and Database Applications: Comprehensive (Shelly Cashman Series) Microsoft Office 2013: Brief (Shelly Cashman Series) Web Design: Introductory (Shelly Cashman Series) Zeitmanagement mit Microsoft Office Outlook, 8. Auflage (einschl. Outlook 2010): Die Zeit im Griff mit der meistgenutzten BÃ rosoftware - Strategien, Tipps ... (Versionen 2003 - 2010) (German Edition) Discovering Computers, Introductory: Your Interactive Guide to the Digital World, 2013 Edition (Shelly Cashman) New Perspectives Microsoft Office 365 & Access 2016: Introductory, Loose-leaf Version New Perspectives Microsoft Office 365 & Word 2016: Introductory