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# Microsoft 365 Fundamentals Guide *2022-05-27*

become a microsoft 365 superuser and overcome challenges using the wide range of features offered by microsoft 365 apps including sharepoint teams power automate planner and to do key features enhance your productivity with this consolidated guide to using all the tools available in microsoft 365 improve your collaboration and maximize efficiency using various m365 features integrate project task and people management within one ecosystem book description with its extensive set of tools and features for improving productivity and collaboration microsoft 365 is being widely adopted by organizations worldwide this book will help not only developers but also business people and those working with information to discover tips and tricks for making the most of the apps in the microsoft 365 suite the microsoft 365 fundamentals guide is a compendium of best practices and tips to leverage m365 apps for effective collaboration and productivity you ll find all that you need to work efficiently with the apps in the microsoft 365 family in this complete quick start guide that takes you through the microsoft 365 apps that you can use for your everyday activities you ll learn how to boost your personal productivity with microsoft delve myanalytics outlook and onenote to enhance your communication and collaboration with teams this book shows you how to make the best use of microsoft onedrive whiteboard sharepoint and microsoft teams you ll also be able to be on top of your tasks and your team s activities automating routines forms and apps with microsoft planner to do power automate power apps and microsoft forms by the end of this book you ll have understood the purpose of each microsoft 365 app when and how to use it and learned tips and tricks to achieve more with m365 what you will learn understand your microsoft 365 apps better apply best practices to boost your personal productivity find out how to improve communications and collaboration within your teams discover how to manage tasks and automate processes get to know the features of m365 and how to implement them in your daily activities build an integrated system for clear and effective communication who this book is for whether you re new to microsoft 365 or an existing user looking to explore its wide range of features you ll find this book helpful get started using this introductory guide or use it as a handy reference to explore the features of microsoft 365 all you need is a basic understanding of computers

# Field Guide to Microsoft Access for Windows 95 *2000-02*

for quick and easy answers to questions on access there s simply no better resource than this field guide the colorful humorous illustrated guide provides an easy access concise visual quick reference to access for windows 95 with step by step coverage of all the essential tasks terms and techniques that beginning to intermediate users need

# Absolute Beginner's Guide to Microsoft Windows Vista *2007*

a visual introduction to microsoft s innovative new operating system windows vista includes coverage of such topics as aero glass design security features for protecting the pc instant searching windows mail parental control media player 11 and internet explorer 7

# No Stress Tech Guide to Microsoft Works 9 *2008-05*

the no stress tech guide to microsoft works 9 will lead the novice and intermediate user through the features and applications that are part of works 9 which will take your skills to the next level after completing the exercises in this book you will be a works 9 power user the table of contents takes the how to approach which makes it easier to find exactly what you are looking for at the end of each lesson is a test your skills section to further ensure that you are learning the topics that are covered the exercises in this section allow you to practice what you learned in the lesson microsoft works is an integrated software package that includes a word processor spreadsheet database and other tools this book is divided into 5 sections works overview word processing spreadsheets databases and organization a hands on approach is usually the best

way to learn most things in life this book is a visual guide that has over 500 screen shots that practically eliminate the guess work which lets you know that you are doing the steps correctly there are time saving tips advice and humor to help you get the most out of works works 8 8 5 isbn 978 0 9773912 1 9 is also available

## Field Guide to Microsoft Windows 95 *2000-02-01*

a handy illustrated two color task oriented book with easy to use easy to remember sections and rich cross referencing for quick lookup it includes screen illustrations alphabetic entries hints for troubleshooting user friendly icons and a helpful guide in a safari helmet to point out valuable tips to help users work smarter and faster

## No Stress Tech Guide to Microsoft Works 8 And 8. 5 *2006-06*

a self paced visual guide to learning crystal reports this workbook for beginners has easy to understand step by step instructions and screen shots to show users how to complete the design technique

## The Compact Guide to Microsoft Office Professional *1994*

an all in one one stop guide to microsoft s popular program suite this book explores the essentials of word 6 for windows excel 5 powerpoint 4 access 2 and mail and provides detailed information on integrating these applications written in a relaxed entertaining style the book is chock full of practical real world examples

## Microsoft Azure導入ガイドブック 2014-09-17

microsoftのクラウドサービス microsoft azure の導入ガイドブックです ここ数年で 企業のwebサイトを構築する環境はサーバー機を用意し運営する方向から レンタルサーバーなどのサービスを利用する方向へ変わりました さらに現在では microsoft azureやamazon serviceなどのクラウド環境にて構築 運用する方向に移りつつあります microsoft azureを選択するメリットとしては 一般的なサーバー関連の知識があれば 構築 運用できる 運用コストが削減できる などが挙げられます 本書では そのmicrosoft azureのwebサービスの構築を中心に解説しています azureの導入からはじまり wordpress ec cube wikiのインストールを詳細に解説しています もちろん 運用面に関しても分かりやすく解説し 構築後に必要となるデータベースなどの容量アップ バックアップ git やgithubとの接続 azureのドメイン管理 メールサーバーの設定など いろいろな活用事例を紹介しています 今 まさにサーバー案件を抱えて 通常のレンタルサーバーで構築するのがいいのか それともmicrosoft azureで構築すべきなのか 悩んでいる方は1度本書を一読してもらえるといいでしょう 本書によって 面倒なサーバー管理の煩わしさが少しでも解消していただければ幸いです 著者まえがき

## The Complete Idiot's Guide to Windows 8 *2012-10-02*

microsoft windows 8 is designed to mesh users digital lives seamlessly from desktop to phone to tablet by utilizing a look and feel that give users a new windows experience however with all of this change comes new features that may catch old school windows users off guard in the complete idiot s guide to microsoft windows 8 veteran tech writer paul mcfedries uses his friendly style and wit to comfort experienced windows users and newbies alike by explaining all the new features as well as the old and helping everyone overcome trepidation about using this completely updated look to the most popular desktop operating system in the world you will learn how to use new windows 8 features including tiles and the new home screen how you can mesh your data with the cloud and much more and when all else fails mcfedries teaches you how to easily and seamlessly toggle back to the old and familiar windows look and feel should the new experience prove to be a bit more change than desired

## Exploring Microsoft Office *2020-12-07*

microsoft 365 formerly known as office 365 offers many improved productivity features and services updated and revised exploring microsoft office is here to help packed with easy to

follow step by step instructions illustrations photographs and video demos this guide offers specifics in downloading and installing the microsoft office suite getting started with office online using sway onedrive mail calendar using office apps on your ipad or android device constructing professional looking documents with microsoft word adding and using graphics photographs and clipart changing fonts creating tables graphs clipboard sorting and formatting text and mail merge creating presentations for your lessons lectures speeches or business presentations using powerpoint adding animations and effects to powerpoint slides using 3d and cinematic transitions to spice up your presentations using excel to create spreadsheets that analyse present and manipulate data creating excel charts graphs pivot tables functions and formulas the basics of microsoft access databases tables forms queries and sql keeping in touch with friends family and colleagues using outlook maintaining calendars and keeping appointments with outlook taking notes with onenote and more unlike other books and manuals that assume a computing background not possessed by beginners exploring microsoft office tackles the fundamentals of microsoft office so that everyone from students to senior citizens to home users pressed for time can understand so if you re looking for an office manual a visual book simplified tutorial dummies guide or reference exploring microsoft office will help you maximize the potential of microsoft office to increase your productivity and help you take advantage of the digital revolution

## Field Guide to Microsoft Access for Windows 95 *1995*

for quick and easy answers to questions on access there s simply no better resource than this field guide the colorful humorous illustrated guide provides an easy access concise visual quick reference to access for windows 95 with step by step coverage of all the essential tasks terms and techniques that beginning to intermediate users need

## Essential Office 365 Third Edition *2018-11-10*

the twenty first century offers more technology than we have ever seen before but with new updates and apps coming out all the time it s hard to keep up essential office 365 is here to help along with easy to follow step by step instructions illustrations and photographs this guide offers specifics in downloading and installing microsoft office suite getting started with office online using sway onedrive mail calendar using office apps on your ipad or android device constructing professional looking documents with microsoft word adding and using graphics photographs and clipart changing fonts creating tables graphs clipboard sorting and formatting text and mail merge creating presentations for your lessons lectures speeches or business presentations using powerpoint adding animations and effects to powerpoint slides using 3d and cinematic transitions to spice up your presentations using excel to create spreadsheets that analyse present and manipulate data creating excel charts graphs pivot tables functions and formulas the basics of microsoft access databases keeping in touch with friends family and colleagues using outlook maintaining calendars and keeping appointments with outlook taking notes with onenote and more unlike other books and manuals that assume a computing background not possessed by beginners essential office 365 tackles the fundamentals of microsoft office so that everyone from students to senior citizens to home users pressed for time can understand so if you re looking for an office manual a visual book simplified tutorial dummies guide or reference essential office 365 will help you maximize the potential of microsoft office to increase your productivity and help you take advantage of the digital revolution

## *No Stress Tech Guide to Microsoft Works 9 2008*

for windows users 7 might just be their lucky number this guide offers a smoother transition for users moving from an older version to windows 7 along with simple step by step instructions and numerous useful examples readers will learn how to use new tools find applications and files instantly navigate efficiently use wizards and dialogue boxes better use the improved windows firewall get the most out of the new explorer and use the many new options more than 90 of new intel based pcs by far the dominant type ship with windows pre installed many users soon must update with microsoft no longer supporting xp after 2009 author teaches basic skills to

newcomers and is widely recognized as an expert on windows

# The Complete Idiot's Guide to Microsoft Windows 7 *2009-10-06*

beginning with fast paced tutorials on the basics of using windows xp including working with a desktop managing files and folders and using control panels to customize settings this reference for business users lays the foundation in using windows to increase efficiency and productivity includes step by step descriptions for accomplishing five common windows xp projects

# Microsoft Specialist Guide to Microsoft Windows 10, Loose-Leaf Version (Exam 70-697, Configuring Windows Devices) *2017-07-24*

this handy command reference to windows 3 1 is perfect for new users for those who want quick answers to their questions and for users of laptop computers this small task oriented book is organized in easy to use color coded sections with cross referencing for easy lookup

# A Guide to Microsoft Office 97 Professional for Windows 95 *1997*

advance your everyday proficiency with access 2019 and earn the credential that proves it demonstrate your expertise with microsoft access designed to help you practice and prepare for microsoft office specialist mos access 2019 certification this official study guide delivers in depth preparation for each mos objective detailed procedures to help build the skills measured by the exam hands on tasks to practice what you ve learned practice files and sample solutions sharpen the skills measured by these objectives create and manage databases build tables create queries create forms create reports about mos a microsoft office specialist mos certification validates your proficiency with microsoft office programs demonstrating that you can meet globally recognized performance standards hands on experience with the technology is required to successfully pass microsoft certification exams

# MBA's Guide to Microsoft Windows XP Professional *2001*

welcome to the era of software reuse microsoft enterprise library helps accelerate development by providing reusable components and guidance on proven practices if you build applications that run on the microsoft net framework whether they are enterprise level business applications or even relatively modest windows forms windows presentation foundation wpf windows communication foundation wcf or asp net applications you can benefit from using enterprise library this guide helps you to quickly grasp what enterprise library can do for you presents examples and makes it easier for you to start experimenting with enterprise library enterprise library is made up of a series of application blocks each aimed at managing specific cross cutting concerns the guide will walk you through the most common usage scenarios for each of the functional application blocks including improving performance by utilizing a local in memory or isolated storage cache calling into your database stored procedures and managing the results exposed as a sequence of objects for client side querying incorporating cryptography mechanisms to protect your data designing and implementing a consistent strategy for managing exceptions that occur in various architectural layers of your application implementing system logging through the wide variety of out of the box logging sinks or your custom provider performing structured and easy to maintain validation using attributes and rules sets the guide also demonstrates various ways of configuring enterprise library blocks let enterprise library do the heavy lifting for you and spend more time focusing on your business logic and less on application plumbing you are holding in your hands a book that will make your life as an enterprise developer a whole lot easier scott guthrie corporate vice president microsoft net

developer platform

# Field Guide to Microsoft Windows 3.1 *1994*

work with the powerful subscription software office 365 to increase your organization s efficiency by managing file sharing email exchange and much more key featuresbecome well versed with office 365 and leverage its capabilities for your businessspeed up your workflow and effectively collaborate using office appslearn to set audio and web conferences and seamlessly access your workspacebook description microsoft office 365 combines the popular office suite with next generation cloud computing capabilities with this user guide you ll be able to implement its software features for effective business communication and collaboration this book begins by providing you with a quick introduction to the user interface ui and the most commonly used features of office 365 after covering the core aspects of this suite you ll learn how to perform various email functions via exchange next you will learn how to communicate using skype for business and microsoft teams to boost your productivity this book will help you learn everything from using instant messaging to conducting audio and web conferences and even accessing business information from any location in the final chapters you will learn to work in a systematic style using file management and collaboration with onedrive for business using sharepoint by the end of this book you ll be equipped with the knowledge you need to take full advantage of office 365 and level up your organization s productivity what you will learnunderstand the ui of office 365perform a variety of email functions through exchangecommunicate using skype for business and microsoft teamsexplore file management using onedrive for businesscollaborate using sharepointunderstand how to leverage office 365 in your daily taskswho this book is for if you are an it professional who wants to upgrade your traditional office suite this book is for you users looking to learn configure manage and maintain an office 365 environment in their organization will also find this book useful some understanding of microsoft office suite and cloud computing basics will be beneficial

# MOS Study Guide for Microsoft Access Expert Exam MO-500 *2020-04-08*

this book explains how best to use the powerful features of windows 95 in win32 based applications 16 bit windows application and ms dos based applications it also provides guidelines for developing virtual devices that support applications provided by members of the microsoft windows 95 technical team this important information is not available anywhere else

# Developer's Guide to Microsoft Enterprise Library *2010*

market desc for readers looking for the straight line in a comprehensive reference special features features comprehensive coverage and vital information that arms the reader with all they need to know to make the most of the latest version of windows insider secrets eliminates the extra information readers don t need revealing best practices used by the pros to increase productivity and maximize efficiency for readers hungry for more than conventional wisdom on windows operating system a 700 page reference full of valuable advice written by savvy sophisticated authors and priced at 18 99 more than 4 million unofficial guides in print readers will discover the best way to customize windows to fit their needs establish a network at home and handle security issues to protect information and best ways to prevent system crashes real world advice from an experienced mcse to guide the not so expert user through making the most out of windows and how to take full advantage of its robust features offers sound advice and practical help on how to avoid pitfalls along the way about the book the unofficial guide to windows vista answers the questions users need most and gives reader s insider guidance and valuable tips on how to exploit the new capabilities found in the next release of windows they ll find savvy advice on everything from simple tasks like working with data and customizing the desktop to complicated security measures and networking essentials this comprehensive easy to follow guide reveals what other sources won t and presents unbiased recommendations to help users get the most out of windows aimed primarily at those users looking for more than the

conventional wisdom on to how to get the best out of their operating system in the most efficient way unofficial guides are the answers they are seeking

## Concise Guide, Microsoft Works for Windows *1993*

microsoft office 365 is a suite of productivity solutions developed and managed in the cloud by microsoft to help employees get more productive while supporting the way they work now and in the future this book introduces the beginner to these solutions teaching how to use the solutions contained in the office 365 solution in a concise and step by step manner this is a clear and easy to follow guide for everyone who is new to office 365 this guide will teach you how to use the following office 365 solutions email calendar contacts skype for business onedrive yammer sharepoint beginner topics only sway video install office from the office 365 portal to your computer

## Office 365 User Guide *2019-04-30*

this comprehensive guide provides expert preparation for microsoft s mcse exam 70 087 implementing and supporting microsoft internet information server 4 0 thorough step by step coverage of the exam objectives is augmented by dozens of hands on projects to facilitate valuable practice and simulate real life scenarios experienced by network administrators

## Programmer's Guide to Microsoft Windows 95 *1995*

for the price sensitive people who use works those running small businesses or home users this low priced quick reference is a real find it provides an easy access concise visual quick reference to works for windows 95 with step by step coverage of all the essential tasks terms and techniques that beginning to intermediate users need to quickly get to work with works

## THE UNOFFICIAL GUIDE TO MICROSOFT WINDOWS VISTA *2007-03*

an administrator s guide to deploying configuring securing managing and monitoring devices and client applications in an enterprise environment and passing exam md 100 windows 10 easily key featuresequip yourself to earn the microsoft 365 certified modern desktop administrator associate certificationdevelop the skills needed to pass the exam md 100 and advance in your organizationlearn to install windows 10 operating systems and deploy and manage modern desktops and devicesbook description microsoft exam md 100 windows 10 certification guide offers complete up to date coverage of the md 100 exam helping you take the exam with confidence fully equipped to pass on the first attempt complete with a clear succinct explanation of key concepts self assessment questions tips and mock exams with detailed answers this md 100 study guide covers different facets of upgrading and deploying windows 10 you ll learn how to manage devices and data configure connectivity troubleshoot os and app problems and secure and maintain windows 10 with updates and recovery you ll also explore different windows 10 editions and learn how to choose the best fit for your organization this book will guide you in installing and configuring windows 10 using different approaches as you advance you ll get to grips with managing local users and groups in windows 10 and learn how to establish connections via different networks such as a lan and wlan wi fi by the end of this book you ll have covered everything you need to pass the md 100 certification exam and become a microsoft 365 certified modern desktop administrator associate what you will learndeploy windows 10 in a variety of waysmanage local users groups and devicesconfigure networking and remote connectivitygain insights into windows 10 maintenancecustomize different windows 10 featuresbecome an expert at troubleshooting and recoveryget to grips with managing log filesmonitor and manage windows securitywho this book is for this book is for both experienced and novice it administrators who work with deploying configuring securing and monitoring devices anyone with a working knowledge of managing identity access policies updates and apps can take this exam although not necessary experience with microsoft 365

workloads windows 10 devices and non windows devices will be helpful

# Microsoft Access 97 Field Guide *2000-02*

microsoft operations framework a pocket guide microsoft operations framework mof 4 0 was delivered in 2008 and delivers practical guidance for everyday it practices and activities helping users establish and implement reliable cost effective it services it encompasses the entire it lifecycle by integrating community generated processes for planning delivering operating and managing it governance risk and compliance activities management reviews microsoft solutions framework msf best practices the goal of mof is to provide guidance to it organizations to help them create operate and support it services while ensuring that the investment in it delivers expected business value at an acceptable level of risk mof s purpose is to create an environment where business and it can work together toward operational maturity using a proactive model that defines processes and standard procedures to gain efficiency and effectiveness mof promotes a logical approach to decision making and communication and to the planning deployment and support of it services

# Microsoft Office 365 *2016-07-04*

a new edition with enhanced coverage is now available a complete guide on teams filled with real world scenarios and best practices to increase productivity and engagement key features interactive approach to learn the key concepts of teams and its implementation in modern workplace discover tips and techniques for extending teams to meet your business requirements integrate teams with various microsoft services such as powershell sharepoint powerapps and power automate book descriptionmicrosoft teams is a platform for unified communication in modern workplaces it not only enables effective communication but also helps you manage your resources through its integration with various microsoft office 365 services this book offers a comprehensive introduction to the platform getting you up to speed in no time complete with hands on tutorials and projects this easy to follow guide will teach you how to use teams in the best possible way starting with the basic concepts that will help you collaborate on teams this book takes you through expert techniques for creating and managing teams a dedicated section also features industry practices to help enhance collaboration in modern workplaces in later chapters you ll explore microsoft services such as sharepoint powerapps power automate and learn how they interact with microsoft teams you ll also get to grips with dealing with permissions and security issues in managing private and public teams and channels along the way you ll discover practical scenarios that will help you improve the collaboration in your organization and increase productivity by using teams features by the end of this book you ll have hands on experience of using microsoft teams along with the skills you need to improve the way people collaborate in your organization what you will learn create teams channels and tabs in microsoft teams explore the teams architecture and various office 365 components included in teams perform scheduling and managing meetings and live events in teams configure and manage apps in teams design automated scripts for managing a teams environment using powershell build your own microsoft teams app without writing code who this book is for this microsoft teams book is for power users and business professionals looking to use teams for improving collaboration in an enterprise environment the book will also be useful for office 365 administrators interested in implementing microsoft teams effectively by learning about and exploring expert tips and best practices to ensure good governance

# MCSE Guide to Microsoft Internet Information Server 4.0 *2000-07-27*

practical procedural information reference materials not tutorials on the job presentations targeted toward an intermediate advanced audience self contained topics reader has not and does not have to read any other part of the book to obtain prerequisite information

## Open Learning Guide for Windows 10 *2016-07-04*

advance your proficiency with outlook and earn the credential that proves it demonstrate your expertise with microsoft outlook microsoft 365 apps and office 2019 designed to help you practice and prepare for microsoft office specialist outlook associate exam mo 400 certification this official study guide delivers in depth preparation for each mos objective detailed procedures to help build the skills measured by the exam hands on tasks to practice what you ve learned ready made practice files sharpen the skills measured by these objectives manage outlook settings and processes manage messages manage schedules manage contacts and tasks about mos associate certification a microsoft office specialist mos associate certification validates your hands on experience and competency with an office product at an associate level it demonstrates that you can apply the product s principal features correctly can complete tasks independently and are ready to enter the job market see full details at microsoft com learn practice files available at microsoftpressstore com mosoutlook400 downloads

## Field Guide to Microsoft Works for Windows 95 *1995*

advance your everyday proficiency with powerpoint 2019 and earn the credential that proves it demonstrate your expertise with microsoft powerpoint designed to help you practice and prepare for microsoft office specialist mos powerpoint 2019 certification this official study guide delivers in depth preparation for each mos objective detailed procedures to help build the skills measured by the exam hands on tasks to practice what you ve learned practice files and sample solutions sharpen the skills measured by these objectives create and manage presentations and slides insert and format text shapes and images create and manage references insert and format graphic elements manage multiple presentations about mos a microsoft office specialist mos certification validates your proficiency with microsoft office programs demonstrating that you can meet globally recognized performance standards hands on experience with the technology is required to successfully pass microsoft certification exams

## *Microsoft Exam MD-100 Windows 10 Certification Guide 2020-05-22*

azure is microsoft s flagship cloud computing platform with over 600 services available to over 44 geographic regions it would take a library of books to cover the entire azure ecosystem microsoft azure for beginners offers a shortcut to getting familiar with azure s core product offerings used by the majority of its subscribers it s a perfect choice for those looking to gain a quick basic understanding of this ever evolving public cloud platform written by a microsoft certified azure solutions architect microsoft azure for beginners covers building virtual networks configuring cloud based virtual machines launching and scaling web applications migrating on premises services to azure and keeping your azure resources secure and compliant migrate your applications and services to azure with confidence manage virtual machines smarter than you ve done on premises deploy web applications that scale dynamically to save you money and effort apply microsoft s latest security technologies to ensure compliance to maintain data privacy with more and more businesses making the leap to run their applications and services on microsoft azure basic understanding of the technology is becoming essential microsoft azure for beginners offers a fast and easy first step into the microsoft public cloud

## Microsoft Operations Framework 4.0 - A Pocket Guide *2008-09-09*

microsoft office a suite containing several of microsoft s most popular software packages sold nearly two million units worldwide in 1993 this guide takes the fast and fun approach to learning the office applications providing the key to the wealth of toolbar icons buttons and on screen toggles that let you bypass menu commands and dialog boxes to get instant results

## Hands-On Microsoft Teams *2020-04-30*

walking readers through the process and the product together this book presents technical information in a real world project environment it includes a cd rom with 15 samples projects on new projects on new product development facility moves buying a new home and much more

## *Microsoft Content Management Server Field Guide 2006-11-22*

loved by students like you for its visual and flexible approach to building computer skills the illustrated course guide microsoft office 365 access 2016 advanced is the ideal resource for mastering even the most complex aspects of microsoft access 2016 regardless of your experience level each two page spread focuses on a single skill ensuring information is easy to follow and absorb the illustrated course guide divides important microsoft access 2016 concepts and skills into three manageable levels introductory intermediate and advanced which creates the perfect resource for mastering the skills you need in any learning environment

## *MOS Study Guide for Microsoft Outlook Exam MO-400 2021-02-03*

this book introduces one of the most exciting and popular net oriented initiatives the enterprise application library which offers nine classes of reusable code used to solve a variety of common problem spaces it is the first book to introduce all ten of the enterprise application blocks which have been recently updated for net 2 0 it covers a number of topics including configuration data access exception management caching application updates ui separation asynchronous invocation logging security and xml based information aggregation with this book readers will be able to build net applications faster and more efficiently

## MOS Study Guide for Microsoft PowerPoint Exam MO-300 *2020-09-18*

## Microsoft Azure Study Guide *2021-05-10*

## The Pushbutton Guide to Microsoft Office *1994*

## The Complete Planning Guide for Microsoft Project *1996*

## *Illustrated Course Guide: Microsoft® Office 365 and Access 2016: Comprehensive 2016-07-26*

## The Definitive Guide to the Microsoft Enterprise Library *2008-06-08*

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