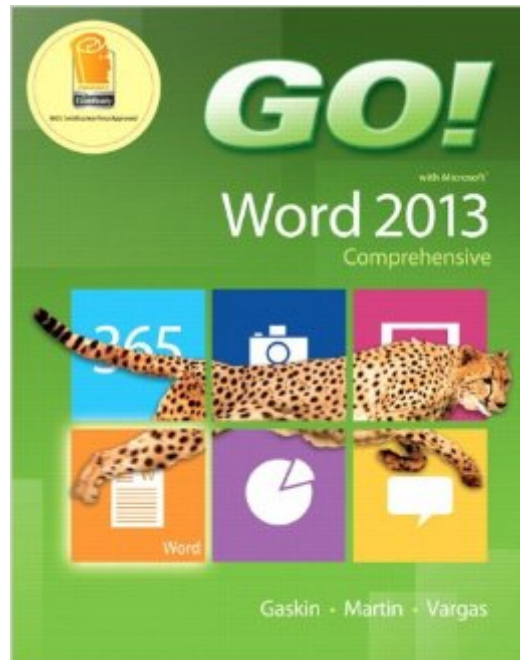


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# GO! With Microsoft Word 2013 Comprehensive



## Synopsis

For use in the Office Applications course. This book is also suitable for students and individuals seeking an introduction to Microsoft Word 2013. The primary goal of the GO! Series, aside from teaching computer applications, is ease of implementation, with an approach that is based on clearly defined projects. **Teaching and Learning Experience** This program will provide a better teaching and learning experience “for you and your students. Here’s how: **Personalize Learning:** MyITLab delivers proven results in helping students succeed, provides engaging experiences that personalize learning, and comes from a trusted partner with educational expertise and a deep commitment to helping students and instructors achieve their goals. **Engage Students with a Project-Based Approach:** GO!’s project-based approach teaches students to solve real problems as they practice and learn the features. **Motivate Students with Clear Instruction:** Based on professor and student feedback, this text has been designed to offer clear instruction for full student comprehension. **Teach the Course You Want in Less Time:** The GO! series’ one-of-a-kind instructional system provides you with everything you need to prepare for class, teach the material, and assess your students.

## Book Information

Series: GO!

Spiral-bound: 736 pages

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Product Dimensions: 8.5 x 1.1 x 10.6 inches

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Average Customer Review: 4.4 out of 5 stars [See all reviews](#) (18 customer reviews)

Best Sellers Rank: #46,086 in Books (See Top 100 in Books) #11 in [Books > Computers & Technology > Software > Microsoft > Microsoft Word](#) #13 in [Books > Computers & Technology > Software > Word Processing](#) #544 in [Books > Textbooks > Computer Science](#)

## Customer Reviews

This book is a comprehensive reference book, with plenty of exercises to get you fully familiarized with all Word 2013 can do. I usually sell my textbooks after the semester, but I am keeping this one for reference because there are so many things Word can do that you don’t use every day, but may

need to do SOME day. The text is beautifully laid out in color, well organized, and very well edited. I wish the book had come as a binder book instead of a spiral-bound book. That is the only thing I don't like however. Plenty of bang for your buck here.

To use the program you really need to go through all these steps in the book. You'll never know how to unlock the developer tab or change the format perfectly with just a few clicks without doing this program. I took the whole class and certificate program and I really think it was the best thing I could do before starting a business.

I received this book on time as estimated and it was in good condition just like the description indicated. It has meet all my expectations and I continue to use it as the end of the semester approaches

The book was in good condition. However there were a couple of pages that had small piece of glued paper, but it did not cause any problems. The book comes in a ring binder and the rings, do have a small issue, but not serious. Overall, I was please with the purchase.

This is a great textbook. Very easy to navigate. I will keep this book for future reference. It's a keeper!

It was ok it would have been perfect it the plastic spiral did not break on the top and bottom so I have to be careful turning the page other wise it would have been perfect.

I love this book! I just took the course and now have a copy of the book so I can continue to study word 2013.

Have been using the book at the university library, ordered my own copy.

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