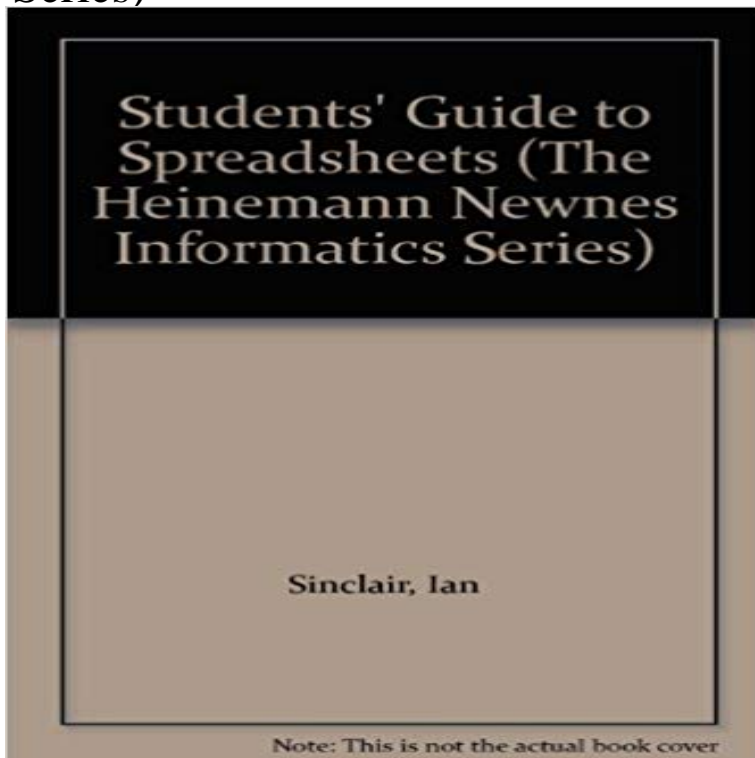


Students Guide to Spreadsheets (The Heinemann Newnes Informatics Series)



Part of a series giving up-to-date coverage of significant developments in information technology, this book introduces the spreadsheet, a wide-ranging microcomputer application, appropriate for student use and illustrates the capabilities of typical spreadsheets across subject boundaries. In order to play down the usual financial image of the spreadsheet, the unusual approach has been taken of introducing the spreadsheet as a text manipulating program, with text placed into rows and columns. This introduces the basic principles of working in cells and permits the user to build up familiarity with the program without becoming lost in numerical analysis. It also allows the gradual development of the subject in an easy, non-mathematical way.

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