



Excel 2003 All-in-One Desk Reference For Dummies

Greg Harvey

Download now

[Click here](#) if your download doesn't start automatically

Excel 2003 All-in-One Desk Reference For Dummies

Greg Harvey

Excel 2003 All-in-One Desk Reference For Dummies Greg Harvey

When you think of number-crunching and spreadsheets, you think of Excel, right? After Word, it's the most popular program in the Microsoft Office suite. But if technical jargon isn't your first language, you may have found Excel just a teeny bit frustrating. It can be really hard to pick your way through the many features and make Excel do what you need for it to do.

Once you know how, you can use Excel to

- Create fill-in-the-blank forms
- Prepare expense reports and invoices
- Manage all sorts of data
- Keep sales and inventory records
- Analyze financial data and create forecasts
- Present information in charts and graphs

Excel 2003 All-in-One Desk Reference For Dummies tames the Excel monster. Nine minibooks break things down into manageable, logical sections covering the basics, worksheet design, formulas and functions, worksheet collaboration, charts and graphics, data management, data analysis, working on the Web, and tweaking Excel with a programming language called Visual Basic for Applications, or VBA. In the friendly, plain-English *For Dummies* style, this book makes it easy to find what you're looking for and get instructions for doing what you need to do. You'll be able to

- Find your way around Excel's menus, toolbars, and dialog boxes, and access online help
- Format a professional-looking spreadsheet that presents data the way you choose
- Edit an existing spreadsheet without disturbing its design or contents
- Build Excel formulas and use built-in functions to produce the calculations you want
- Share spreadsheet data with other people and programs, and collect comments
- Create great-looking charts and find out how to choose the right format to display your data effectively
- Use Excel to maintain large amounts of data, then filter the data to extract the information you need
- Publish spreadsheets and charts on the Web in HTML format
- Explore ways to customize Excel with VBA

Best of all, it's easy to find what you need in *Excel 2003 All-in-One Desk Reference For Dummies*. Before you know it, you'll discover you've developed a friendship with Excel that will make your life easier, boost your business, and impress your friends!

 [Download Excel 2003 All-in-One Desk Reference For Dummies ...pdf](#)

 [Read Online Excel 2003 All-in-One Desk Reference For Dummies ...pdf](#)

Download and Read Free Online Excel 2003 All-in-One Desk Reference For Dummies Greg Harvey

From reader reviews:

Michael Chapman:

The book Excel 2003 All-in-One Desk Reference For Dummies can give more knowledge and also the precise product information about everything you want. So just why must we leave the good thing like a book Excel 2003 All-in-One Desk Reference For Dummies? A number of you have a different opinion about publication. But one aim which book can give many facts for us. It is absolutely right. Right now, try to closer along with your book. Knowledge or information that you take for that, you could give for each other; you can share all of these. Book Excel 2003 All-in-One Desk Reference For Dummies has simple shape but you know: it has great and large function for you. You can search the enormous world by available and read a e-book. So it is very wonderful.

Irma Hugues:

The reason why? Because this Excel 2003 All-in-One Desk Reference For Dummies is an unordinary book that the inside of the reserve waiting for you to snap the item but latter it will shock you with the secret the idea inside. Reading this book alongside it was fantastic author who also write the book in such incredible way makes the content inside of easier to understand, entertaining means but still convey the meaning entirely. So , it is good for you because of not hesitating having this nowadays or you going to regret it. This book will give you a lot of rewards than the other book include such as help improving your skill and your critical thinking technique. So , still want to delay having that book? If I were you I will go to the guide store hurriedly.

Lenora Dryer:

Beside this Excel 2003 All-in-One Desk Reference For Dummies in your phone, it could give you a way to get more close to the new knowledge or data. The information and the knowledge you can got here is fresh from oven so don't possibly be worry if you feel like an aged people live in narrow small town. It is good thing to have Excel 2003 All-in-One Desk Reference For Dummies because this book offers to you personally readable information. Do you occasionally have book but you don't get what it's interesting features of. Oh come on, that won't happen if you have this in the hand. The Enjoyable blend here cannot be questionable, similar to treasuring beautiful island. Techniques you still want to miss the idea? Find this book in addition to read it from now!

Christopher Hickman:

This Excel 2003 All-in-One Desk Reference For Dummies is brand new way for you who has interest to look for some information given it relief your hunger of information. Getting deeper you upon it getting knowledge more you know or you who still having little bit of digest in reading this Excel 2003 All-in-One Desk Reference For Dummies can be the light food for yourself because the information inside this kind of book is easy to get by anyone. These books acquire itself in the form which is reachable by anyone, yep I mean in the e-book contact form. People who think that in publication form make them feel drowsy even

dizzy this guide is the answer. So there is no in reading a book especially this one. You can find what you are looking for. It should be here for a person. So , don't miss that! Just read this e-book sort for your better life and also knowledge.

Download and Read Online Excel 2003 All-in-One Desk Reference For Dummies Greg Harvey #8ALGS41ZBVR

Read Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey for online ebook

Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey Free PDF d0wnl0ad, audio books, books to read, good books to read, cheap books, good books, online books, books online, book reviews epub, read books online, books to read online, online library, greatbooks to read, PDF best books to read, top books to read Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey books to read online.

Online Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey ebook PDF download

Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey Doc

Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey Mobipocket

Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey EPub