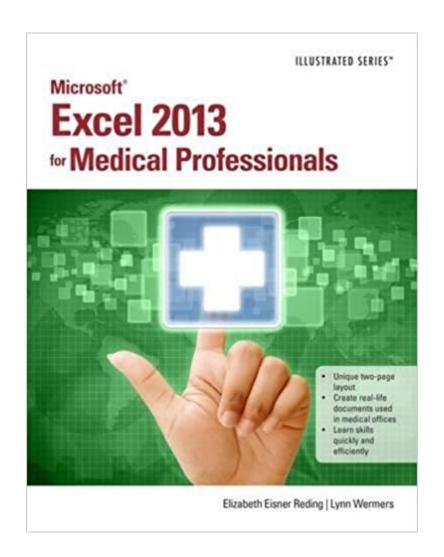


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# Microsoft Excel 2013 For Medical Professionals (Illustrated)





## **Synopsis**

Master the Microsoft Excel 2013 skills essential for success in today's medical office or health-related career with MICROSOFT EXCEL 2013 FOR MEDICAL PROFESSIONALS. This reader-friendly book introduces Microsoft Excel 2013 using a clear, step-by-step format and visually driven approach. Actual medical examples and timely projects within a medically related case study prepare readers for medical office challenges. Both beginning and experienced computer users benefit from the book's straightforward approach and ongoing value as a reference tool.

MICROSOFT EXCEL 2013 FOR MEDICAL PROFESSIONALS ensures readers quickly develop the spreadsheet skills necessary to support a front or back office of a clinic, hospital, or medical practice with great success.

## **Book Information**

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Elizabeth Eisner Reding has authored many books for Delmar and Course Technology on a variety of software programs, including Adobe Photoshop, Microsoft Office, and Microsoft Publisher. Living in New Mexico with her husband, she spends her free time grilling, water gardening, road and mountain biking, and collecting Southwestern art.Lynn Wermers is a Professor in the Computer Science Department at North Shore Community College in Massachusetts where she teaches MS Office and web development courses. She also teaches part-time in the Math Department for the School of College of Professional Studies at Northeastern University. Ms. Wermers has authored

numerous leading books that focus on Excel for Cengage Learning.

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