



# Enhanced Microsoft Word 2013: Illustrated Complete (Microsoft Office 2013 Enhanced Editions)

By Jennifer Duffy, Carol Cram

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- Sales Rank: #1186171 in Books
- Published on: 2015-04-27
- Original language: English
- Dimensions: 11.00" h x 8.50" w x .75" l, .0 pounds
- Binding: Paperback
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### **Editorial Review**

#### **About the Author**

Jennifer Duffy is a freelance author who lives and works in New Hampshire. She has been writing leading texts for Course Technology for more than ten years and has authored previous editions of MICROSOFT WORD ILLUSTRATED for the popular Office series. Ms. Duffy has worked successfully in the business world as a writer, editor, and public relations liaison. She combines her strong business knowledge and expertise in Word with exceptional writing skills that ensure the clarity of this and each of her other books.

Carol M. Cram is the author of more than 35 textbooks on computer applications, business communications, and Internet-related subjects. Carol is also a well-recognized and respected faculty member at Capilano College in North Vancouver, where she currently serves as the Convenor of the Executive Support Program, the Program Consultant for Business and Computers in Continuing Education, and as an instructor of business and computer-related courses.

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