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features of Windows 7 and MS Office 2007 starting with the history of computers what are the basic parts of the computer how to use Tux Paint WordPad MS Paint how to program in LOGO and also give an introduction to the Internet However the books for classes 6 8 are for senior students and take a deep dive into the advanced features of Windows 7 and MS Office 2007 including how to do programming in QBasic HTML and Visual Basic Students learn to create animations using Flash and Photoshop and how to communicate using the Internet The ebook version does not contain CD *MS-OFFICE 2007 Training Guide* S. Jain,2010-11 Complete guide for Step by Step Learning Quick and Easy Reference for learning MS Office 2007 Step by Step description of various commands Comprehensively covers all important features of MS Office 2007 in easy to understand manner Visual Approach to Learning MS Office 2007 Package Word 2007 Excel 2007 Access 2007 PowerPoint 2007 Outlook 2007 Index *Computer Fundamentals and Applications* Ashok Arora,2015 With the invention of computers and the advent of the Internet mobile computing and e Business applications Information Technology IT has brought rapid progress in domestic and international business and a tremendous change in the lifestyle of people This book provides the students not just the knowledge about the fundamentals of a computer system like its organization memory management and hardware devices but also the software that run on it The book then proceeds to describe operating systems and the basics of programming concepts like procedure oriented programming and object oriented programming Useful application software like MS Word MS Excel and MS PowerPoint are described in great detail in separate chapters A complete section has been devoted to the teaching of data communication networking and Internet The book ends with a detailed description of the business applications of computers KEY FEATURES Incorporates basics of IT along with developing skills for using various IT tools Includes diagrams pictures and screenshots Provides key terms review questions practical exercises group discussions project activities and application based case studies in each chapter Follows the latest curriculum and guidelines for undergraduate and postgraduate courses of various universities colleges and institutes Fundamentals of Computer Programming and Information Technology J. B. Dixit,2005-05 *Basic of Computer and Information Technology (For Bihar Polytechnic)* Ashok Arora, This book written as per the syllabus of Bihar Polytechnic provides the students not just the knowledge about the fundamentals of a computer system like its organization memory management and hardware devices but also the software that run on it The book then proceeds to describe operating systems and the basics of programming concepts like procedure oriented programming and object oriented programming Useful application software like MS Word MS Excel and MS PowerPoint are described in great detail in separate chapters A complete section has been devoted to the teaching of data communication networking and Internet The book ends with a detailed description of the business applications of computers **Ebook: Survey of Operating Systems** Jane Holcombe,Charles Holcombe,2014-10-16 McGraw Hill is proud to introduce the fourth edition of Jane and Charles Holcombe s Survey of Operating Systems This title provides an introduction to the most widely used desktop operating systems including Windows 8 Mac OS and Linux and

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