



Microsoft® Office Specialist Study Guide Office 2003 Edition (Epg-Other)

Joan Lambert, Joyce Cox

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Demonstrate your expertise with Microsoft Office! Designed to help you practice and prepare for Microsoft Office Specialist certification, this easy-to-use study guide features:

- Step-by-step exercises for building and strengthening your skills
- Practice files on CD
- End-of-chapter objective reviews
- MeasureUp practice test to assess your exam readiness

With in-depth preparation for all the exam objectives on the Microsoft Office 2003 Editions track, including both core- and expert-level certifications, you'll gain the skills and knowledge you need to help you ace the exam!

Includes one free practice test from MeasureUp!

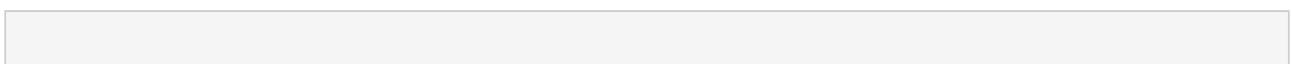
- Take an online skills test—looks and scores like the certification exam
- Test yourself within the real application
- Get feedback on correct and incorrect answers
- Identify where you need to focus your study time

Covers all the exam objectives for:

- Microsoft Office Word 2003 Core
- Microsoft Office Word 2003 Expert
- Microsoft Office Excel 2003 Core
- Microsoft Office Excel 2003 Expert
- Microsoft Office PowerPoint 2003
- Microsoft Office Access 2003
- Microsoft Office Outlook 2003

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