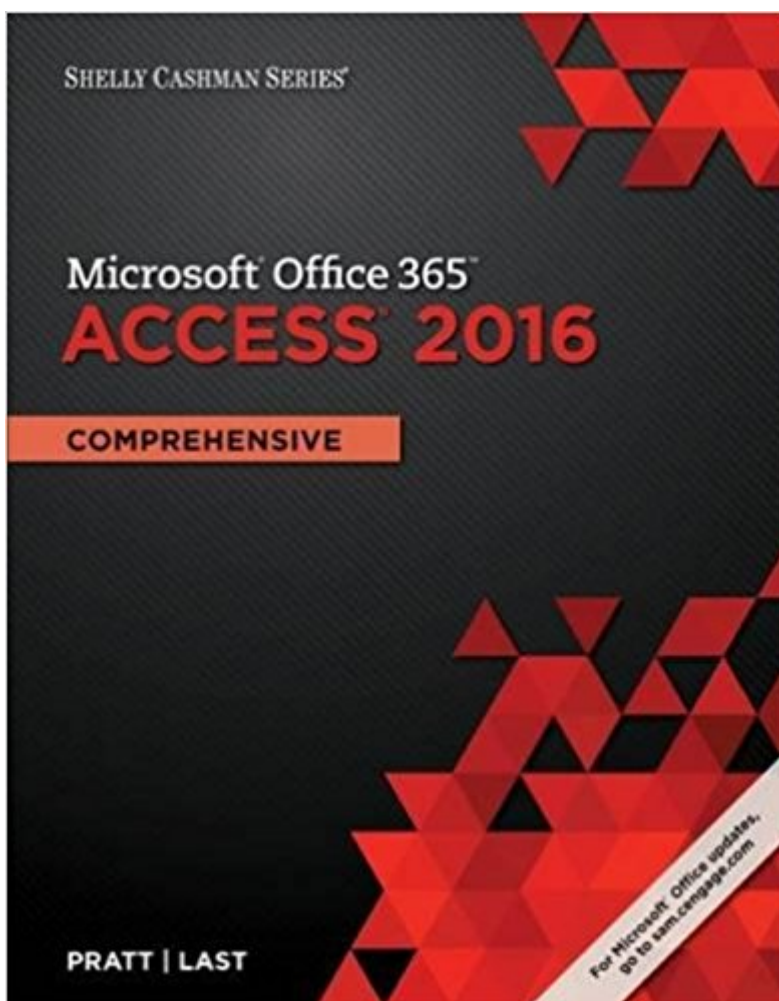




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Book Information

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Customer Reviews

Philip J. Pratt is Professor Emeritus of Mathematics and Computer Science at Grand Valley State University, where he taught for 33 years. His teaching interests include database management, systems analysis, complex analysis, and discrete mathematics. He has authored more than 75 textbooks and has co-authored three levels of Microsoft Office Access 2013 books for this popular Shelly Cashman Series and A GUIDE TO SQL. Mary Z. Last has taught computer information systems since 1984. She retired from the University of Mary Hardin-Baylor, Belton, Texas, where

she served as Associate Professor and the Director of the Center for Effectiveness in Learning and Teaching. Ms. Last is actively involved in the Computing Educator's Oral History Project that encourages young women to pursue careers in math and science. She has been a contributing author to the Shelly Cashman Series since 1992. She also authors many instructor resources for database texts.

Useful step-by-step walk through for many of the features and functions of Access.

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