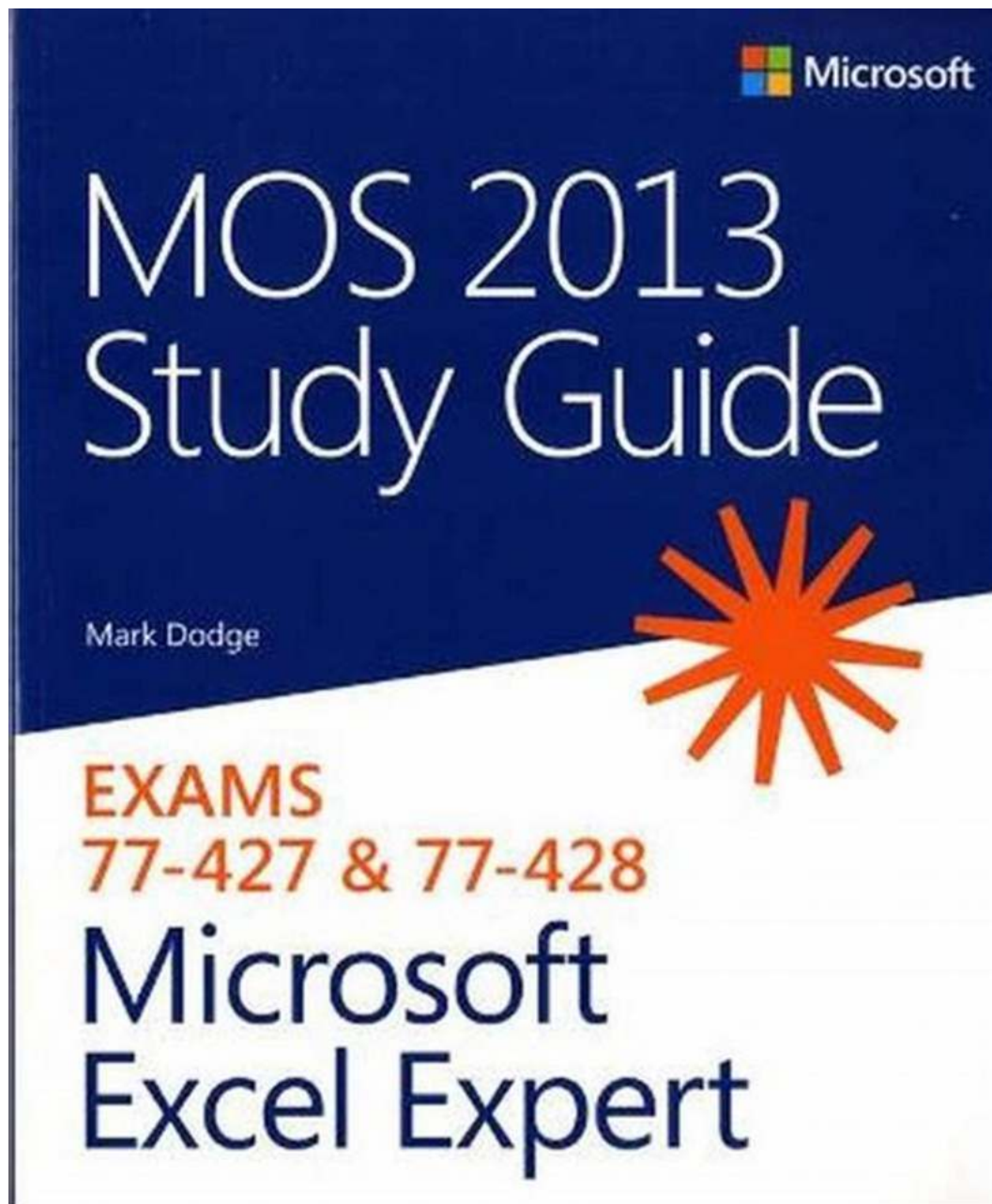


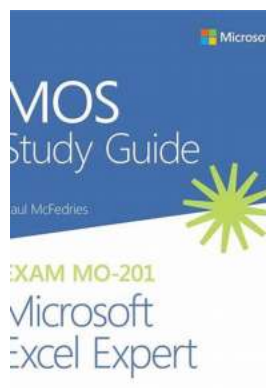
MOS 2013 Study Guide for Microsoft Excel Expert - An In-Depth Review



If you are looking to enhance your Microsoft Excel skills and acquire a valuable certification, the MOS 2013 Study Guide for Microsoft Excel Expert is an invaluable resource. This comprehensive guide will equip you with the knowledge and expertise needed to excel in the world of Excel.

What is the MOS 2013 Study Guide for Microsoft Excel Expert?

The MOS 2013 Study Guide for Microsoft Excel Expert is a comprehensive study guide designed to help individuals prepare for the Microsoft Office Specialist (MOS) certification exam. This guide specifically focuses on the expert-level tasks in Excel, providing in-depth explanations and step-by-step instructions to help users master the application.



MOS 2013 Study Guide for Microsoft Excel Expert (MOS Study Guide)

by Allan N. Schore (1st Edition, Kindle Edition)

★★★★☆ 4.2 out of 5

Language : English
File size : 8556 KB
Text-to-Speech : Enabled
Screen Reader : Supported
Enhanced typesetting : Enabled
Print length : 260 pages



Why Choose the MOS 2013 Study Guide for Microsoft Excel Expert?

There are several reasons why the MOS 2013 Study Guide for Microsoft Excel Expert stands out among other study materials:

1. **Comprehensive Coverage:** This study guide covers all the expert-level tasks tested in the MOS certification exam, ensuring that you are well-prepared for success.
2. **Clear and Concise Explanations:** The guide presents complex concepts in a clear and concise manner, making it easier for readers to understand and apply them in practical scenarios.

3. **Step-by-Step Instructions:** Each topic is accompanied by step-by-step instructions and screenshots, allowing users to easily follow along and practice the techniques.
4. **Real-world Examples:** The guide includes numerous real-world examples and scenarios, helping users connect theory with practical applications.
5. **Practice Exercises:** The study guide provides practice exercises at the end of each chapter, allowing users to test their understanding and reinforce their knowledge.
6. **Companion Files:** Access to companion files enables users to practice exercises and apply the concepts on their own, further enhancing their learning experience.

Inside the MOS 2013 Study Guide for Microsoft Excel Expert

The study guide is divided into several sections, each focusing on different expert-level topics in Excel. Here's a sneak peek into what you can expect:

Section 1: Advanced Excel Tools and Functions

This section covers advanced Excel tools and functions, including pivot tables, data analysis tools, advanced formulas, and data validation. You will learn how to analyze data and make informed decisions using these powerful features.

Section 2: Advanced Data Manipulation and Analysis

In this section, you will delve deeper into data manipulation and analysis techniques. Learn how to work with scenarios, advanced filtering, subtotals, and consolidate data to create comprehensive reports.

Section 3: Collaborating and Sharing Workbooks

Discover efficient ways to collaborate and share workbooks with others using Excel's powerful sharing features. Master the art of protecting workbook elements, tracking workbook changes, and creating custom templates.

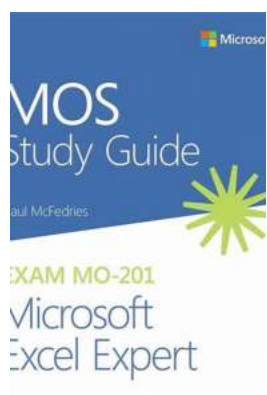
Section 4: Automating Excel Tasks

Increase productivity by learning how to automate repetitive tasks in Excel. This section explores macros, Visual Basic for Applications (VBA), and other automation techniques that will save you time and effort.

Section 5: Creating Advanced Charts and Graphics

Take your data visualization skills to the next level with advanced chart and graphic creation techniques. Learn how to create dynamic charts, custom graphics, and interactive dashboards that effectively communicate your data.

The MOS 2013 Study Guide for Microsoft Excel Expert is a comprehensive resource that will equip you with the necessary skills to excel in Excel (pun intended!). Whether you are looking to enhance your professional credentials or simply improve your Excel proficiency, this study guide is a must-have. Invest in your future and unlock the power of Excel expertise today!



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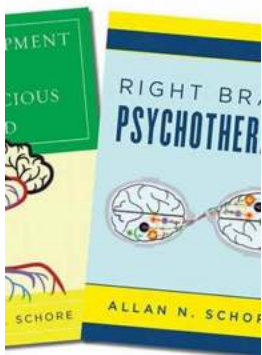
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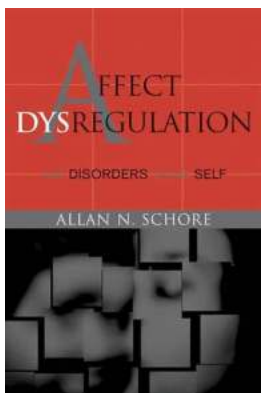
Demonstrate your expertise with Microsoft Office! Designed to help you practice and prepare for the 2013 Excel Expert Microsoft Office Specialist (MOS) exams, this all-in-one study guide features:

- Full, objective-by-objective exam coverage
- Easy-to-follow procedures and illustrations to review essential skills
- Includes downloadable practice files



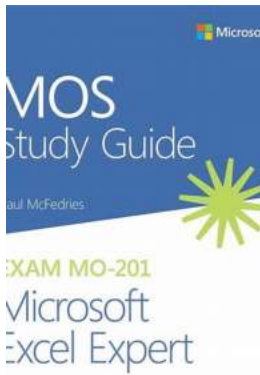
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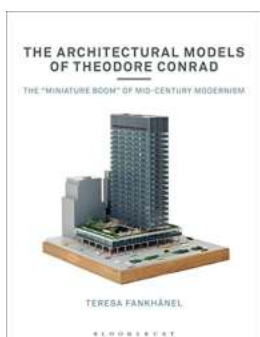
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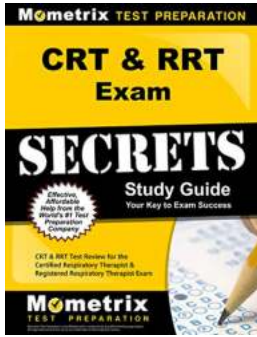
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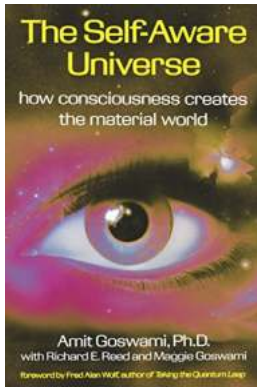
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