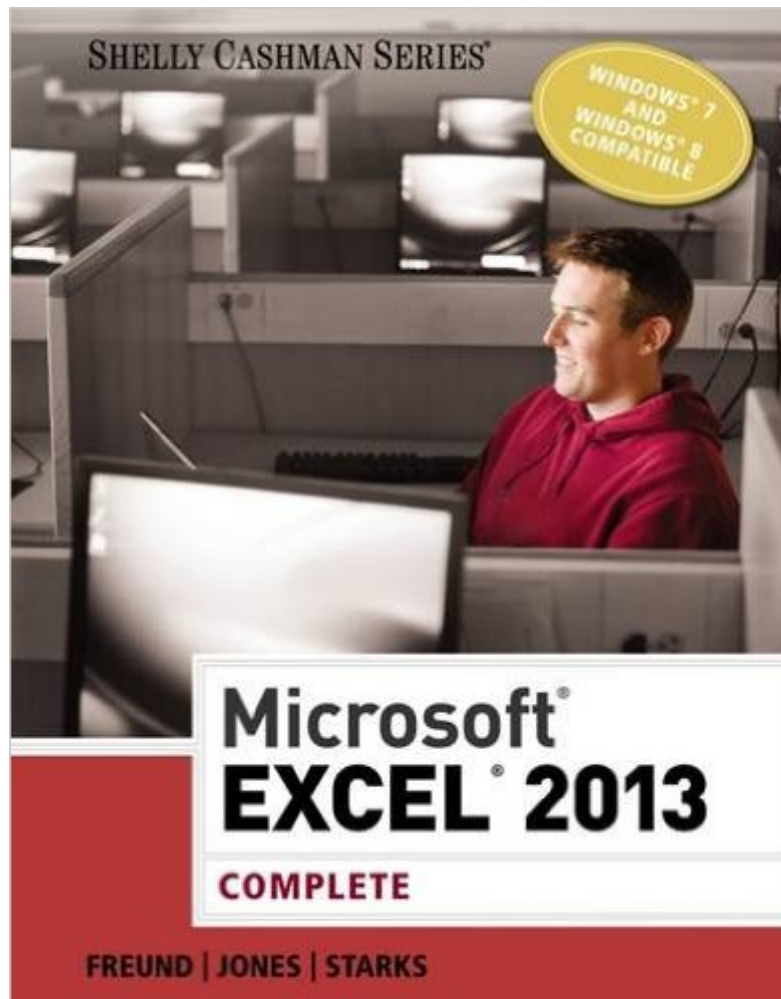


The book was found

# Microsoft Excel 2013: Complete (Shelly Cashman Series)



## Synopsis

Introduce your students to the latest that Microsoft Office has to offer with the new generation of Shelly Cashman Series books! For the past three decades, the Shelly Cashman Series has effectively introduced computer skills to millions of students. With Microsoft Excel 2013, we're continuing our history of innovation by enhancing our proven pedagogy to reflect the learning styles of today's students. In this text you'll find features that are specifically designed to engage students, improve retention, and prepare them for future success. Our trademark step-by-step, screen-by-screen approach now encourages students to expand their understanding of Microsoft Excel 2013 through experimentation, critical thought, and personalization. With these enhancements and more, the Shelly Cashman Series continues to deliver the most effective educational materials for you and your students.

## Book Information

Series: Shelly Cashman Series

Paperback: 592 pages

Publisher: Course Technology; 1 edition (August 19, 2013)

Language: English

ISBN-10: 1285168445

ISBN-13: 978-1285168449

Product Dimensions: 10.7 x 8.4 x 0.9 inches

Shipping Weight: 2.4 pounds (View shipping rates and policies)

Average Customer Review: 4.2 out of 5 stars [See all reviews](#) (33 customer reviews)

Best Sellers Rank: #23,663 in Books (See Top 100 in Books) #8 in [Books > Computers & Technology > Graphics & Design > Desktop Publishing](#) #17 in [Books > Computers & Technology > Software > Microsoft > Microsoft Excel](#) #21 in [Books > Computers & Technology > Business Technology > Software > Spreadsheets](#)

## Customer Reviews

This book does not make learning Excel easier and doesn't help people who want to be power users. It's extremely repetitive and even if you've changed the font dozens of times, it will still waste your time by instructing you to point your mouse at the fill color, select Dark Green Accent 4, and click, every time an exercise requires formatting. This book was expensive but they could have been more efficient and saved some ink.

They have presented MS Excel 2013 in a pretty, readable fashion. This would be a very good book for a beginner's course. It is understandable and helps the beginner to pick up how Excel works. I felt it wasn't "Complete" or comprehensive. It gets the beginner to an intermediate level, but not even close to becoming really knowledgeable on Excel or an expert. A lot of features and functionality of Excel are left out of this text. The book is pricy given it is incomplete in its coverage of Excel 2013.

I have to agree with those pointing out that there is a lot of redundancy for remedial tasks in this book. I found the formatting in every single chapter cluttered things up and detracted from the core lessons for the most part after Chapter. In a classroom setting, it really chews up the time creating and formatting a brand new file for almost every chapter in this book. It was good practice to do a new file from start to finish including the formatting for the first two chapters, but it really took away from the concepts begin taught with the other chapters. Other courseware makes good use of data files so students aren't wasting their time typing and formatting and that is one huge way they can improve on this book in the future. That was my biggest beef with this book. I also agree that there are times the text in certain spots is very hard to read. What I liked about the book, is it does take a beginner and get them to an intermediate level. Going through the book on your own seems to work better for learning the material. I also think the exercises at the end of the chapter are also done up well. They start out with the Apply Your Knowledge-to-Labs-to-On Your Own. Overall, this is good book for learning Excel, you just have to filter out the clutter and concentrate on what the core concepts of the chapter are trying to teach you.

I purchased this book for an online Excel Class. As another reviewer stated, the time wasted on formatting colors and fonts was frustrating. One chapter may have 70 pages of step-by-step instructions, yet no weight is placed on the importance of each step. Core concepts are equally important as decorating with pretty colors Each chapter presents a scenario and then walks you through it, but there is no overarching plan of where you have been and where you are headed. Only those in my class who had prior experience felt like they understood what they had done. The book makes you a trained monkey, but does not teach you the skills you need. Poor references, visually busy pages and the illustrations are so tiny that you either need a magnifying glass, or you get eye strain. The book jumps around between treating you as a newbie (later chapters still begin with telling you how to start Excel) and making great leaps toward expecting you to be able to create formulas without telling you how. The scattered charts that show random examples were no help.

Add that the students in our class were pretty much left to figure things out for themselves, and you can imagine the level of frustration. Youtube videos and student study groups by e-mail, behind the scenes, are what got us through. Some may say that this kind of "learning community" is the wave of the future. But then I could have done that without spending \$500 for a class and over \$100 for the book. Also be aware that this kind of dysfunction is typical of my experience with many other Cengage textbooks.

This book puts all emphasis on formatting and changing font sizes. It's hyper instructive, as well as extremely repetitive. I purchased this book for a collage course, the publisher does not deserve a cent for this heaping pile of garbage. This book is purely a scam towards collage students and the publishers should face prison time for what they have done. If you are thinking of buying this book do not. If you need it for a class I would seek out other means of obtaining it. Steven M. Freund, I hope you're happy. You are useless as an author and deserve nothing less than life in prison.

I love this class and the book I've learned so much. the only thing i don't like is the book treats you like a moron, at the beginning of each chapter it tells you how to open Excel and it can use way to much detail like telling you to press enter when you are done typing.

It is useful both for class and self-teaching. Unbeatable price.

Prime book rentals has saved me tons of money for books for school. I highly recommend it to anyone.

[Download to continue reading...](#)

Microsoft Excel 2013: Complete (Shelly Cashman Series) Microsoft Excel 2013: Introductory (Shelly Cashman Series) Microsoft Excel 2013: Comprehensive (Shelly Cashman Series) GO! with Microsoft PowerPoint 2013 Brief, GO! with Microsoft Excel 2013 Brief, GO! with Microsoft Access 2013 Brief Microsoft Word 2013: Complete (Shelly Cashman Series) Microsoft Publisher 2013: Complete (Shelly Cashman Series) Shelly Cashman Series Microsoft Office 365 & Excel 2016: Intermediate Shelly Cashman Series Microsoft Office 365 & Excel 2016: Comprehensive Shelly Cashman Series Microsoft Office 365 & Excel 2016: Comprehensive, Loose-leaf Version Microsoft Office 2013: Advanced (Shelly Cashman Series) Microsoft Office 2013: Introductory (Shelly Cashman Series) Microsoft Outlook 2013: Introductory (Shelly Cashman Series) Microsoft PowerPoint 2013: Comprehensive (Shelly Cashman Series) Microsoft Word 2013: Comprehensive

(Shelly Cashman Series) Microsoft Publisher 2013: Comprehensive (Shelly Cashman Series) Discovering Computers & Microsoft Office 2013: A Fundamental Combined Approach (Shelly Cashman Series) Office 2016 For Beginners- The PERFECT Guide on Microsoft Office: Including Microsoft Excel Microsoft PowerPoint Microsoft Word Microsoft Access and more! Microsoft Visual Basic 2015 for Windows Applications: Introductory (Shelly Cashman Series) Shelly Cashman Series Microsoft Office 365 & Access 2016: Comprehensive Bundle: Shelly Cashman Series Microsoft Office 365 & Office 2016: Introductory, Loose-leaf Version + SAM 365 & 2016 Assessments, Trainings, and ... MindTap Reader Multi-Term Printed Access Card

[Dmca](#)