



# Essential MS Excel 2013 (Essential Microsoft Office)

*Donnie Baje*

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## **Essential MS Excel 2013 (Essential Microsoft Office)** Donnie Baje

Discusses Excel functions and tools that are commonly ignored because users are not aware how to use them. The book covers a review of basic functions to ensure that the reader can go through the advanced functions easily. The book comes with activities that the user can do (work files included) to practice topics.

What if I want to add cells that are not hidden to the user and ignore hidden cells?

Is there a way that I can subtotal an inventory easily?

What if I want to group values in pivot per month without making additional columns in my data?

Can you VLOOKUP with the table array going to the left direction?

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