# Excel 2003 All-in-One Desk Reference For Dummies

*Greg Harvey*

[Click here](#) if your download doesn"t start automatically

# Excel 2003 All-in-One Desk Reference For Dummies

*Greg Harvey*

**Excel 2003 All-in-One Desk Reference For Dummies** Greg Harvey
When you think of number-crunching and spreadsheets, you think of Excel, right? After Word, it's the most popular program in the Microsoft Office suite. But if technical jargon isn't your first language, you may have found Excel just a teeny bit frustrating. It can be really hard to pick your way through the many features and make Excel do what you need for it to do.

Once you know how, you can use Excel to

• Create fill-in-the-blank forms
• Prepare expense reports and invoices
• Manage all sorts of data
• Keep sales and inventory records
• Analyze financial data and create forecasts
• Present information in charts and graphs

*Excel 2003 All-in-One Desk Reference For Dummies* tames the Excel monster. Nine minibooks break things down into manageable, logical sections covering the basics, worksheet design, formulas and functions, worksheet collaboration, charts and graphics, data management, data analysis, working on the Web, and tweaking Excel with a programming language called Visual Basic for Applications, or VBA. In the friendly, plain-English *For Dummies* style, this book makes it easy to find what you're looking for and get instructions for doing what you need to do. You'll be able to

• Find your way around Excel's menus, toolbars, and dialog boxes, and access online help
• Format a professional-looking spreadsheet that presents data the way you choose
• Edit an existing spreadsheet without disturbing its design or contents
• Build Excel formulas and use built-in functions to produce the calculations you want
• Share spreadsheet data with other people and programs, and collect comments
• Create great-looking charts and find out how to choose the right format to display your data effectively
• Use Excel to maintain large amounts of data, then filter the data to extract the information you need
• Publish spreadsheets and charts on the Web in HTML format
• Explore ways to customize Excel with VBA

Best of all, it's easy to find what you need in *Excel 2003 All-in-One Desk Reference For Dummies.* Before you know it, you'll discover you've developed a friendship with Excel that will make your life easier, boost your business, and impress your friends!

⬇ **Download** Excel 2003 All-in-One Desk Reference For Dummies ...pdf

📄 **Read Online** Excel 2003 All-in-One Desk Reference For Dummies ...pdf

**Download and Read Free Online Excel 2003 All-in-One Desk Reference For Dummies Greg Harvey**

**From reader reviews:**

**Benita Eldridge:**

In this 21st hundred years, people become competitive in most way. By being competitive currently, people have do something to make these individuals survives, being in the middle of often the crowded place and notice by surrounding. One thing that at times many people have underestimated the idea for a while is reading. Sure, by reading a book your ability to survive increase then having chance to stay than other is high. For you who want to start reading a book, we give you that Excel 2003 All-in-One Desk Reference For Dummies book as starter and daily reading e-book. Why, because this book is more than just a book.

**Viola Waters:**

Are you kind of hectic person, only have 10 or 15 minute in your moment to upgrading your mind proficiency or thinking skill even analytical thinking? Then you are experiencing problem with the book than can satisfy your small amount of time to read it because pretty much everything time you only find publication that need more time to be go through. Excel 2003 All-in-One Desk Reference For Dummies can be your answer since it can be read by an individual who have those short time problems.

**Anna Brooks:**

You may spend your free time to learn this book this book. This Excel 2003 All-in-One Desk Reference For Dummies is simple bringing you can read it in the playground, in the beach, train as well as soon. If you did not include much space to bring the actual printed book, you can buy the particular e-book. It is make you quicker to read it. You can save often the book in your smart phone. And so there are a lot of benefits that you will get when one buys this book.

**Linda Gordon:**

This Excel 2003 All-in-One Desk Reference For Dummies is brand new way for you who has attention to look for some information mainly because it relief your hunger of information. Getting deeper you onto it getting knowledge more you know or you who still having small amount of digest in reading this Excel 2003 All-in-One Desk Reference For Dummies can be the light food for you because the information inside this kind of book is easy to get by simply anyone. These books produce itself in the form and that is reachable by anyone, that's why I mean in the e-book contact form. People who think that in publication form make them feel tired even dizzy this publication is the answer. So there is absolutely no in reading a reserve especially this one. You can find what you are looking for. It should be here for a person. So , don't miss that! Just read this e-book variety for your better life and also knowledge.

# Download and Read Online Excel 2003 All-in-One Desk Reference For Dummies Greg Harvey #CSYPZ1RKX8O

# Read Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey for online ebook

Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey Free PDF d0wnl0ad, audio books, books to read, good books to read, cheap books, good books, online books, books online, book reviews epub, read books online, books to read online, online library, greatbooks to read, PDF best books to read, top books to read Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey books to read online.

## Online Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey ebook PDF download

### Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey Doc

### Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey Mobipocket

### Excel 2003 All-in-One Desk Reference For Dummies by Greg Harvey EPub