



## Teach Yourself Itq Advanced Word 2013 (Paperback)

By Paul Buggs

Createspace Independent Publishing Platform, United States, 2016. Paperback. Book Condition: New. 280 x 216 mm.

Language: English . Brand New Book \*\*\*\*\*\* Print on Demand \*\*\*\*\*\*. Gain the advanced skills needed to achieve the ITQ LEVEL 3 IN IT USER SKILLS certification. All our study materials are designed for the VISUAL LEARNER and use easy-to-follow, step-by-step instructions, illustrated throughout via screen shots.

UsingMICROSOFT WORD 2013 this guide is mapped to the ITQ IT User Skills unit set at level 3 (A-level) standards. Users of this guide will also have access to our online MEMBERS AREA (12 months FREE access), which provides question and answer snippets, job search facilities, qualification updates and forum. Additional learning support supplied includes; Sample Tests, Examination Checks, Shortcut Tips, Test Structures, Underpinning Knowledge and Marking Schemes.



## Reviews

This book is definitely worth buying. This really is for all who statte there had not been a worthy of studying. You will not sense monotony at at any moment of the time (that's what catalogs are for concerning should you check with me).

-- Mr. Martin Baumbach

Comprehensive guide for publication lovers. it absolutely was writtern really flawlessly and valuable. You wont really feel monotony at whenever you want of your own time (that's what catalogs are for concerning if you ask me).

-- Rowan Gerlach II