Skills for Success with Office 2013 Discipline Specific Getting Started, Kris Townsend, Pearson Education, Limited, 2014, 0133143112, 9780133143119, . For use in the Office Applications course Skills for Success is the Microsoft Office 2013 textbook that recognizes how students learn today! The Office Skills text that was designed with today's studentsÐ²Ð‚â€•and the way today's students use an Office textbookÐ²Ð‚â€•in mind. With Skills for Success, Microsoft Office 2013 is at your fingertips! With Office 2013, Microsoft is taking the office to the cloud. You can now open and save your files from any computer without a USB flash drive. The Skills for Success series shows students how to get the most out of Office 2013 no matter what device they are using Ð²Ð‚â€•a traditional desktop or tablet. Whether you are tapping and sliding with your finger or clicking and dragging with the mouse, Skills for Success shows you the way. Teaching and Learning Experience This program will provide a better teaching and learning experienceÐ²Ð‚â€•for you and your students. HereÐ²Ð‚â„¢s how: Personalized Learning: MyITLab delivers proven results in helping students succeed, provides engaging experiences that personalize learning, and comes from a trusted partner with educational expertise and a deep commitment to helping students and instructors achieve their goals. Designed for a New Generation of Learners: The Skills for Success series is specifically designed to enhance usability and fit the work style of todayÐ²Ð‚â„¢s students. Support for Students and Instructors: Supplements enhance the learning process for students, while instructor resources are designed to make your life easier. .

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