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Catherine Bragagnolo – Box Hill Institute

RRP \$1,390 (AUD)

inc GST

This information sheet was produced on Tuesday, 14 April 2015 and was accurate at the time of printing. Watsonia Publishing reserves its right to alter the content of this licence and its pricing without notice.



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Titles included...

INF1420 Microsoft Office 365 - For Business

INF1421 Microsoft Office Online

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- ✓ A Quick Reference booklet summarising steps from all of the exercises in the course manual
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  of the hints from the course manual
- ✓ Comprehensive test banks including multiple choice, true-false, and written response questions

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<sup>&</sup>lt;sup>2</sup> Modules and standalone manuals are designed around a 16 hour training program



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<sup>&</sup>lt;sup>1</sup> Levels are designed around an 8 hour training program