



Microsoft Outlook 2000 for Windows For Dummies

By Bill Dyszel

John Wiley & Sons Inc. Paperback. Book Condition: new. BRAND NEW, Microsoft Outlook 2000 for Windows For Dummies, Bill Dyszel, Deep space adventurers have control panels on their spaceships, explorers in the Wild West had their faithful guides, and detectives have their little black books. Why? Because every adventurer knows how important it is to have good information. Knowing about the people with whom you're dealing, the things you need to do, and when you have to do them can make a difference between triumph and failure. Okay, maybe your daily adventures aren't exactly life-and-death struggles, but having a tool to help you keep a handle on what you need to do and whom you need to see from day to day is really nice. Microsoft Outlook 2000 has become that tool for millions of professionals - and probably you, too! Outlook 2000 is a Personal Information Manager that can act as your assistant in dealing with the flurry of small, but important, details that stand between you and the work that you do. But how do you get started with Outlook 2000 if you've never used it before? How do you make sense of all those buttons and windows?...



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Reviews

This publication is amazing. It is definitely basic but shocks in the fifty percent of your publication. You wont feel monotony at anytime of your own time (that's what catalogues are for concerning if you question me).

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This kind of book is every little thing and taught me to looking ahead of time and a lot more. I am quite late in start reading this one, but better then never. I found out this book from my dad and i encouraged this pdf to find out.

-- Justus Hettinger