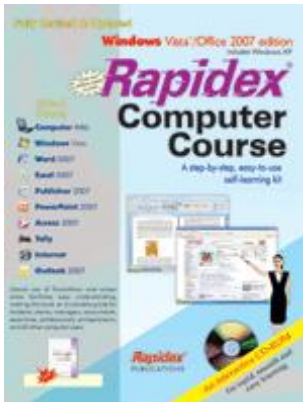




Rapidex Computer Course



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The new millennium has seen major changes in Information Technology. To be in synch with all that has happened in the world of computers, software and the Internet, Rapidex Computer Course "with over two million copies in print" has been completely revised and updated. This edition is based on Windows Vista as the operating system and the Office 2007 suite as the basic software package.

This work covers all aspects of computers, the Internet and software suites. It begins with instructions for setting up and switching on your computer. Then it guides you through the Disk Operating System (DOS) and the Windows operating system (Windows Vista) and help you gain knowledge of the Internet, e-mails, and Office 2007 along the way.

The mission of this book is to provide a step-by-step training to self-learners and students of computer courses. Full of practical examples, this book stands out from a host of other "teach yourself" books. While the contents have been thoroughly revised and updated, the style is the same friendly and familiar one.

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