

## Excel 2013 Manual

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This manual provides instructions with the fundamental spreadsheet features of Microsoft Excel Topics covered in this document 2013. become more will help you proficient with the Excel application. Specific focuses include building spreadsheets, worksheet fundamentals, working with basic formulas, and creating charts.

## **Microsoft Excel 2013 Fundamentals Manual**

to know what changed in Excel 2013. If you've been using Excel 2003, you'll want to know where to find the Excel 2003 commands and toolbar buttons on the ribbon. We have many free resources to help you learn Excel 2013, including online training. Just click the question mark in the top-right corner above the ribbon to open Excel Help.

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Excel organizes a data sheet by numbering the rows and lettering the columns. To select an entire row: Select the number of the row To select an entire column: Select the letter of the column. Selecting Multiple Rows and Columns To select multiple rows or columns 1. Select the entire first row 2. Hold the Shift Key 3.

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To review Excel 2013 basics, go to [kcls.org/techtutor](http://kcls.org/techtutor), select Excel Level 1 from the drop-down menu of classes and click "Manual".  
Formulas and Functions To get the most from Excel, you must understand formulas and functions. Formulas are basic instructions Excel uses to make calculations from the data in the spreadsheet. Functions are preset

## **Microsoft Excel 2013 - King County Library System**

cover the fundamental usage of Excel but also include many hints and tips. Starting Excel To start up the program: 1. Click on the Windows Start button 2. Choose All Programs then Microsoft Office 2013 followed by Excel 2013 Tip: To create a shortcut on the Desktop,

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right click on Excel 2013 then choose Send To followed by Desktop (create shortcut). You'll then be able to load Excel using the icon on the Desktop.

## **Microsoft Excel 2013 A Beginners' Guide**

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Also, for the first time, Excel 2013 supports analyzing data from multiple related tables on a worksheet. If the data in new pivot table you're creating is to be analyzed along with another existing pivot table, be sure to select the Add This Data to the Data Model check box.

## **How to Manually Create a Pivot Table in Excel 2013 - dummies**

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Microsoft Excel 2013 is a program that allows you to discover and reveal the insights hidden in your documents data. You can access, edit and view documents, perform complex analyses quickly, summarize your data with previews of various pivot-table options, so you can compare them.

### **Microsoft Excel 2013 (free version) download for PC**

Excel 2013 is a powerful spreadsheet program designed for professional use across a range of industries. The program is part of the larger Microsoft Office package. That means it is easy to import and export data between other Microsoft programs such as Word or PowerPoint. Excel 2013 allows you to enter rows and columns of data on a large grid.

### **Microsoft Excel - Free Download**

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### **Excel 2013: The Missing Manual [Book] - O'Reilly Media**

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All you need to do is download the training document, open it and start learning Excel 2013 for free. This tutorial has been prepared for the beginners to help them understand basic Excel 2013 Office.

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After completing this tutorial you will find yourself at a moderate level of expertise in Excel 2013 from where you can take yourself to next levels.

### **[PDF] Microsoft Excel 2013 Tutorial**

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