



# **Microsoft Office 2010 for Medical Professionals Illustrated (Illustrated Series: Medical Professionals)**

*David W. Beskeen, Jennifer Duffy, Lisa Friedrichsen, Elizabeth Eisner Reding*

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Designed for students in medical office administration and allied health programs, MICROSOFT OFFICE 2010 FOR MEDICAL PROFESSIONALS teaches introductory Microsoft Office 2010 skills in an approachable and reader-friendly style. The real world examples, projects, and case-studies related to the medical industry provide Office 2010 skills necessary to succeed in office administration, medical assisting, or any health care career.



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