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#Jenny



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#Rio



Cool! I'am really happy

#Markus Jensen



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#Diego Butler



so many fake sites. this is the first one which worked! Many thanks

Excel 2016 Office

Quick Start Guide

New to Excel 2016 or upgrading from a previous version? Use this guide to learn the basics.

Quick Access Toolbar
Use the Quick Access Toolbar to save, print, and undo actions.

Ribbon
The Ribbon is the main area for working with data and performing tasks.

Formulas
Use formulas to perform calculations and other tasks.

Charts
Use charts to visualize data and make it easier to understand.

Tables
Use tables to organize data and make it easier to work with.

Data Analysis Tools
Use data analysis tools to analyze data and make decisions.

Monthly College Budget

Income: \$2,425
Expenses: \$2,213
Savings: \$192

Save as the Ribbon
Use the Save as ribbon to save your work as a new file.

Change print area
Use the Change print area ribbon to specify the range of cells to print.

Microsoft

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