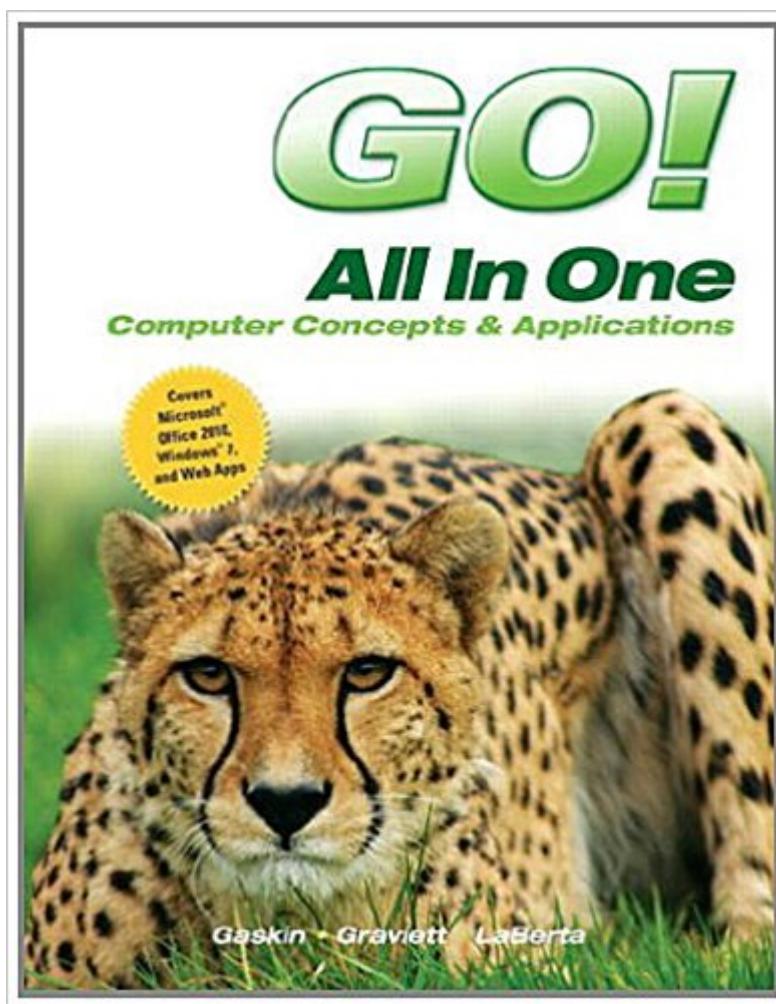


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# Go! All In One: Computer Concepts And Applications



## Synopsis

Why should you consider GO! All In One: Computer Concepts and Applications ? Because it teaches computer concepts and applications together - the way it is in the real world! It engages students right away by focusing on jobs and incorporating Web 2.0 apps in a logical way. Take a look at GO! All In One and learn how you can put concepts into action through this unique, jobs-focused approach that integrates computer concepts and applications into practical combinations of concepts and skills in the context of a job. With this approach students learn how to work in the real world where they will solve problems using computer concepts and skills related to the Internet, Microsoft Office applications, collaboration, social media, and cloud computing. Break through to improved results with MyITLab® MyITLab for GO! All in One is an online homework, tutorial, and assessment program that truly engages students in learning. It helps students better prepare for class, quizzes, and exams resulting in better performance in the course and provides educators a dynamic set of tools for gauging individual and class progress. And, MyITLab comes from Pearson, your partner in providing the best digital learning experiences. This fully integrated learning system includes application Grader projects for Word, Excel and PowerPoint, allowing your students to complete projects in a live application environment and submit their work for immediate grading and detailed feedback. Automated grading provides instant feedback on defined application projects, while open-ended projects encourage exploration and creativity. Note: You are purchasing a standalone product; MyITLab does not come packaged with this content. If you would like to purchase both the physical text and MyITLab, contact your Pearson representative. MyITLab is not a self-paced technology and should only be purchased when required by an instructor.

## Book Information

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## Customer Reviews

Shelley Gaskin, Series Editor for the GO! Series, is a professor of business and computer technology at Pasadena City College in Pasadena, California. She holds a master's degree in business education from Northern Illinois University and a doctorate in adult and community education from Ball State University. Dr. Gaskin has 15 years of experience in the computer industry with several Fortune 500 companies and has developed and written training materials for custom systems applications in both the public and private sector. She is also the author of books on Microsoft Outlook and word processing. Robert L. Ferrett recently retired as the director of the Center for Instructional Computing at Eastern Michigan University, where he provided computer training and support to faculty. He has authored or co-authored more than 70 books on Access, PowerPoint, Excel, Publisher, WordPerfect, and Word. Before writing the GO! Series, Bob was a series editor and author for the Learn Series. He has a bachelor's degree in psychology, a master's degree in geography, and a master's degree in interdisciplinary technology from Eastern Michigan University. Bob's doctoral studies were in instructional technology at Wayne State University. For fun, Bob teaches a four-week computers and genealogy class and has written genealogy and local history books. Nancy Graviett is a professor in the Business and Computer Science department at St. Charles Community College in Cottleville, Missouri, where she is the program coordinator for the Business Administrative Systems program and teaches within the program. Nancy is also very active with distance learning and teaches in face-to-face, hybrid, and online formats. She holds a master's degree from University of Missouri. Nancy holds Microsoft® Certified Application Specialist certification in multiple applications and provides training both on and off campus. In her free time, Nancy enjoys quilting and spending time with family and friends. Catherine LaBerta is a Full Professor in the Computer Science/Mathematics Department at Erie Community College in Buffalo, NY. She is also an adjunct professor at SUNY-Buffalo. Catherine teaches courses that range from Intro to Computers to Programming in C++ to Web Development. Originally a math major, Catherine took additional courses in computers and programming and found a field that clicked for her. She enjoys the constant changes in the

computer and related fields as it forces one to keep up and constantly learn. Not a total book worm, she loves skiing in Purgatory, CO, one of her favorite spots. She also enjoys boating—especially schooner trips off the coast of Maine—and will always be working on that golf game. Alicia Vargas is a faculty member in Business Information Technology at Pasadena City College. She holds a master's and a bachelor's degree in business education from California State University, Los Angeles, and has authored several textbooks and training manuals on Microsoft Word, Microsoft Excel, and Microsoft PowerPoint. Carolyn McLellan is the Dean of the Division of Information Technology and Business at Tidewater Community College in Virginia Beach, Virginia. She has an M.A. degree in Secondary Education from Regent University and a B.S. degree in Business Education from Old Dominion University. She taught for Norfolk Public Schools for 17 years in Business Education and served as a faculty member at Tidewater Community College for eight years teaching networking, where she developed over 23 new courses and earned the Microsoft Certified Trainer and Microsoft Certified System Engineer industry certifications. In addition to teaching, Carolyn loves to play volleyball, boogie board at the beach, bicycle, crochet, cook, and read.

I ordered this book for school. I think it's informative, can really help you learn if you don't know much about word, excel, access, power point and more. The best part about it was that school books are always pretty expensive and this one was so cheap and shipping was really quick!

Book was in great condition!

Book is adequate, though occasionally there are steps left out and ambiguous language. Additionally book teaches the long way to do things and not the time saving shortcuts. Good to know, but not always necessary.

This book covers everything from the history of computers to all applications. It is required for my computer class but I might keep it instead of selling it back.

Exactly what I was looking for to help me with my class that I am attending. Thank you very much.

Just the book was in a little bad shape

good

good book

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