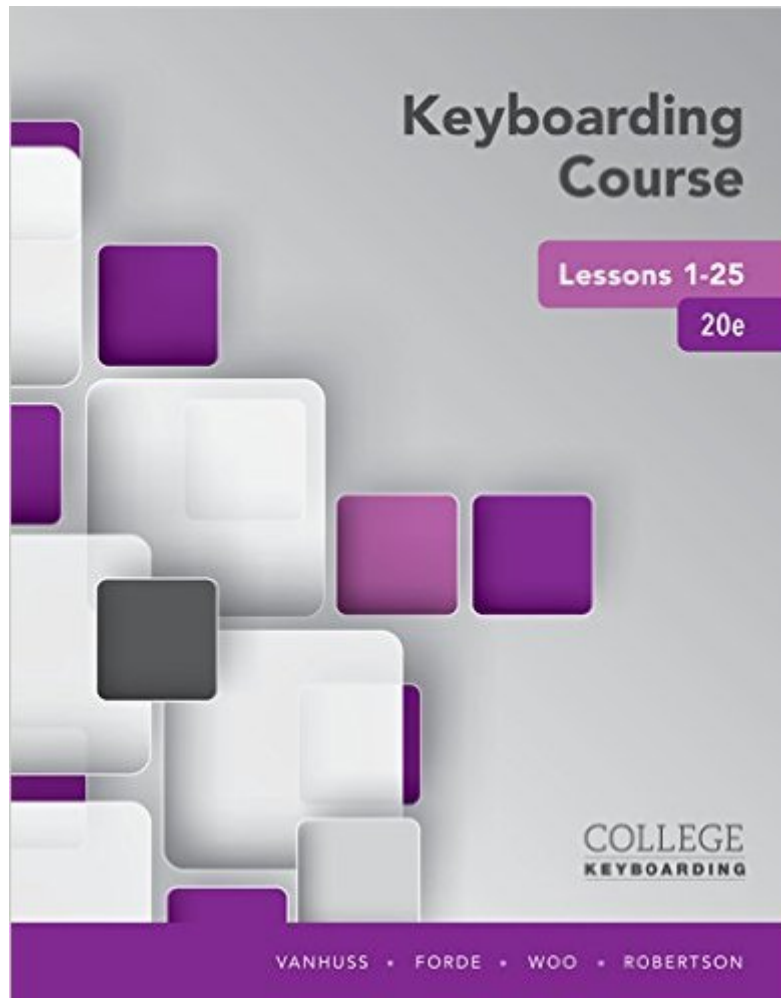# Keyboarding Course Lessons 1-25

Synopsis

Get ready for academic and workplace success! This efficient, effective learning package integrates keyboarding and communication skills within a single text. Numerous keyboarding drills and engaging Skill Builder exercises help you learn keystrokes and quickly build speed and accuracy. Combined with Skills Assessment Manager (SAM), the text makes learning even easier and more effective, allowing you to work independently from anywhere.

Book Information

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