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Skillbuilding Building Speed And Accuracy On The Keyboard

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AFPTRC-TN. ,1957 *College Keyboarding Enhanced* Susie H. VanHuss,1997 **Computer Concepts and Software Applications** John H. Rich,1988 **Business and Office Education** Judith J. Lambrecht,1981 *Business Education Index* ,1990 *Review of Research in Typewriting Learning* Leonard Jordan West,1957 *First Course Keyboarding and Document Processing Sixth Edition* A. M. Drummond,Anne Coles-Mogford,2014-11 New technology is having a dramatic effect on the office world accordingly the secretarial role is changing In the light of this development First Course the comprehensive elementary typing programme has been completely revised and updated First Course Sixth Edition provides a flexible keyboarding text that is planned and designed for the success of the individual in an open learning situation or in a group setting **Elementary Typewriting II** United States Armed Forces Institute,1958 *Keyboarding* ,1989 **School Library Journal** ,1991

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