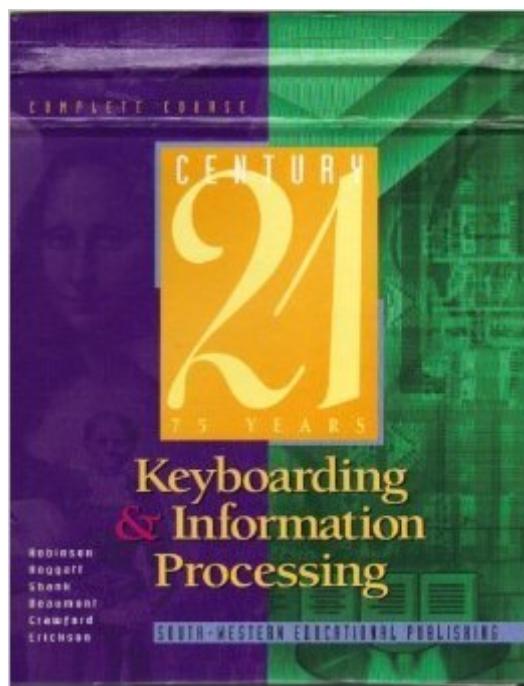


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# Century 21 Keyboarding & Information Processing: Complete Course



## Synopsis

Comprehensive approach to keyboarding and information processing from the all-new sixth edition of Century 21 Keyboarding & Information Processing. Students learn the skills needed to succeed in the workplace today and tomorrow using the proven, highly successful pattern of basic skills development characterized in previous editions. For over 75 years, South-Western has provided the highest quality, most innovative, keyboarding instruction in the world! The new sixth edition is the best edition ever with an all-new colorful layout, revamped text content supported by three exceptional software packages (MicroType Pro, MLS Century 21 Multimedia, and Document Checker), cross-curricular themes, word processing applications, optional language and writing activities, and "Your Perspectives" critical thinking guides.

## Book Information

Hardcover: 656 pages

Publisher: South-Western Educational Pub; 6 edition (February 7, 1996)

Language: English

ISBN-10: 0538648929

ISBN-13: 978-0538648929

Product Dimensions: 8.9 x 11.2 x 1.3 inches

Shipping Weight: 3.8 pounds

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