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CiA Training Ltd. Spiral bound. Book Condition: new. BRAND NEW, BTEC Level 2 ITQ - Unit 229 - Word Processing Software Using Microsoft Word 2010, CiA Training Ltd., This training guide has been written specifically for the BTEC ITQ (IT Users) level 2 unit Word Processing Software, which requires you to use a software application to create and edit text based documents. Each exercise in this guide has been designed to gradually build up your knowledge of Microsoft Word using...

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