

Typing the Easy Way (Barron's E-Z)

W. Schimmel, S. A. Lieberman, Warren T. Schimmel

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Typing the Easy Way (Barron's E-Z) W. Schimmel, S. A. Lieberman, Warren T. Schimmel This valuable manual presents a step-by-step drill and general format designed to teach touch-typing. Speed and accuracy are emphasized. Also included is supplementary information to help students understand computer keyboards and make the best use of word processing programs.



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