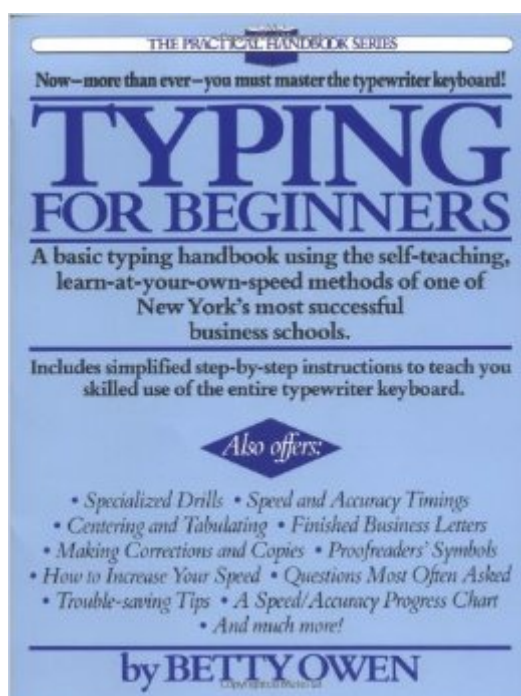


The book was found

Typing For Beginners: A Basic Typing Handbook Using The Self-Teaching, Learn-at-Your-Own-Speed Methods Of One Of New York's Most Successful Business Schools (Practical Handbook (Perigee Book))



Synopsis

Typing for Beginners

Book Information

Series: Practical Handbook (Perigee Book)

Paperback: 80 pages

Publisher: TarcherPerigee (July 23, 1985)

Language: English

ISBN-10: 0399511474

ISBN-13: 978-0399511479

Product Dimensions: 8.2 x 0.2 x 10.7 inches

Shipping Weight: 8 ounces (View shipping rates and policies)

Average Customer Review: 4.0 out of 5 stars [See all reviews](#) (14 customer reviews)

Best Sellers Rank: #326,416 in Books (See Top 100 in Books) #47 in [Books > Business & Money > Skills > Secretarial Aids & Training](#) #669 in [Books > Computers & Technology > Programming > Introductory & Beginning](#) #82335 in [Books > Reference](#)

Customer Reviews

I used this book over 25 years ago when I was in high school and it's still around that should say how helpful it is! I bought it for my grandson who is using a manual typewriter and it helped describe and tell him where the various keys and levers were located and what they were used for. It also told him how to place his fingers so he no longer used the hunt and peck method. I would buy it again.

This book has the basic lessons but is not a modern book. it is a little outdated. i will still use it.

Bought this for our Nuns at our rectory that are trying to learn to type. received this on time and excellent price, they love it thanks

Perfect for self-teaching. Exactly what I needed.

very basic and clear

This book met my needs. Thank you.

fair

[Download to continue reading...](#)

Typing for Beginners: A Basic Typing Handbook Using the Self-Teaching, Learn-at-Your-Own-Speed Methods of One of New York's Most Successful Business Schools (Practical Handbook (Perigee Book)) Speed Reading: The Ultimate Speed Reading Course to Increase Your Reading Speed (speed reading techniques, speed reading for beginners, speed reading training) (Genius Guide: Step By Step Book 3) How to Type Fast: 300%+ Improved Typing Speed TODAY: A Very Easy Guide (Touch Typing Beginners Guide) (The Learning Development Book Series 10) Touch Typing in Ten Lessons: The Famous Ben'Arj Method -- The Shortest Complete Home-Study Course in the Fundamentals of Touch Typing (The Practical handbook series) Business Plan: Business Tips How to Start Your Own Business, Make Business Plan and Manage Money (business tools, business concepts, financial freedom, ... making money, business planning Book 1) Learn Spanish Step by Step: Spanish Language Practical Guide for Beginners (Learn Spanish, Learn German, Learn French, Learn Italian) Learn French Step by Step: French Language Practical Guide for Beginners (Learn French, Learn Spanish, Learn Italian, Learn German) Increase Your Typing Speed Tremendously BUSINESS PLAN: Business Plan Writing Guide, Learn The Secrets Of Writing A Profitable, Sustainable And Successful Business Plan ! -business plan template, business plan guide - Asap Implementation at the Speed of Business: Implementation at the Speed of Business Teaching As a Subversive Activity: A No-Holds-Barred Assault on Outdated Teaching Methods-with Dramatic and Practical Proposals on How Education Can Be Made Relevant to Today's World Seats: New York: 180 Seating Plans to New York Metro Area Theatres Third Edition (Seats New York) Master Self-Discipline: Simple and Effective Steps to Develop Self Discipline, Get Organized, and Make Things Happen! (Willpower, Stress Management, Self ... (Self Improvement And Motivational ... Book 1) Rich Dad Advisor's Series: Own Your Own Corporation: Why the Rich Own Their Own Companies and Everyone Else Works for Them (Rich Dad's Advisors) Photography Business Box Set: Master the Art of Wedding Photography and Start Your Own Business (business photography, business photography, starting photography business) Investing: Learn How To Invest For Beginners, Learn To Generate Wealth And Grow Your Money For The Future (Investing For Beginners, Passive Income, Finance, Personal Finance, Business, Money) Romance Writer's Phrase Book (Perigee Book) GOING GREEN USING DIATOMACEOUS EARTH HOW-TO TIPS: An Easy Guide Book Using A Safer Alternative, Natural Silica Mineral, Food Grade Insecticide: Practical consumer tips, recipes, and methods Approaches and Methods in

Language Teaching (Cambridge Language Teaching Library) eBay: The Ultimate Step-By-Step
Beginners Guide to Sell on eBay and Build a Successful Business Empire From Scratch (eBay,
eBay Selling, eBay Business, Dropshipping, eBay Buying, Online Business)

[Dmca](#)