



Boston Public Library: Lynda

<https://www.lynda.com/portal/sip?org=bpl.org>

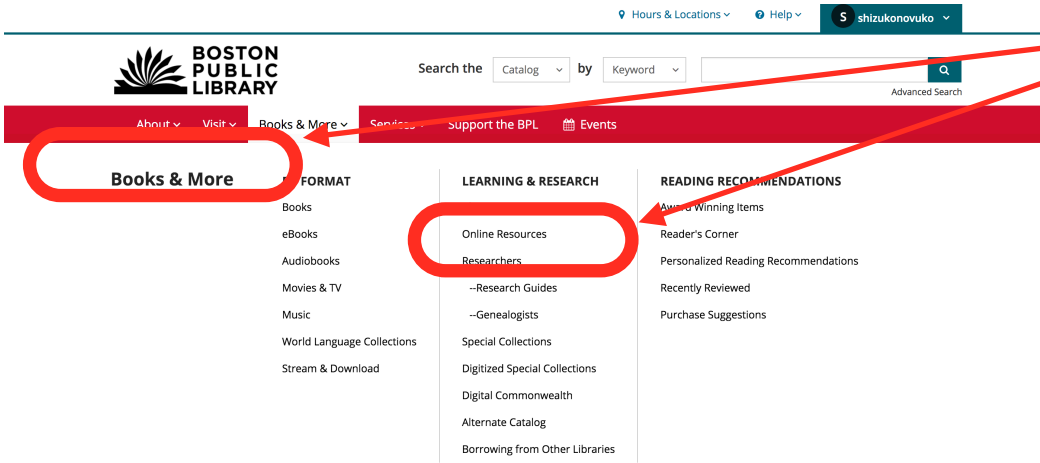
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The screenshot shows the top navigation bar of the Boston Public Library website. The 'Log In / My BPL' button is circled in red. Below the navigation bar is a search bar with a dropdown menu set to 'Catalog' and a search button. A red arrow points from the search button area down to the login form in the next block.

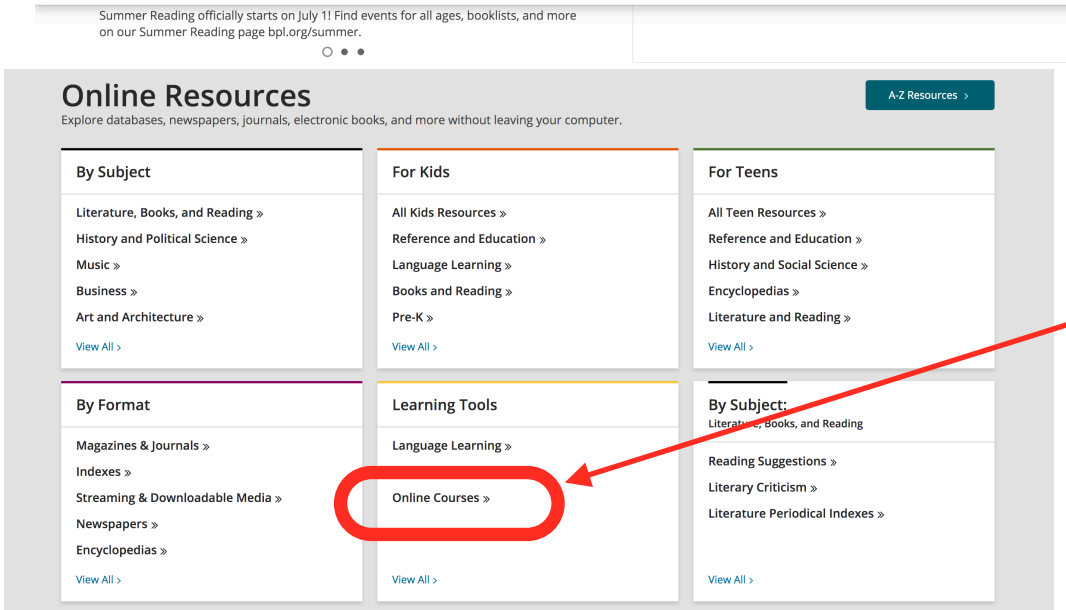
Explora la página de inicio. Haga clic en **Iniciar sesión** e ingrese su número de tarjeta de biblioteca y PIN.

The login form contains the following fields and options:

- Log In** (with an information icon)
- Username or Library Card Number :**
- PIN :**
- [Forgot your PIN?](#)
- Remember me on this device
- Log In** button

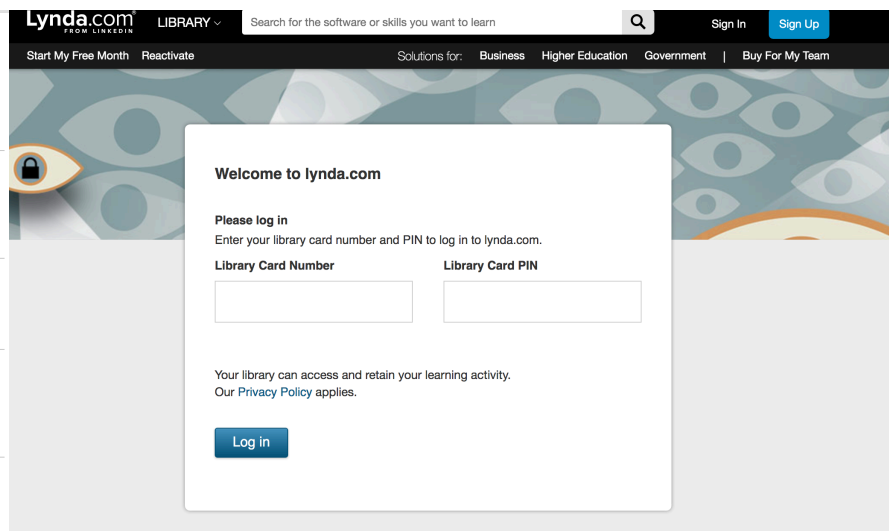
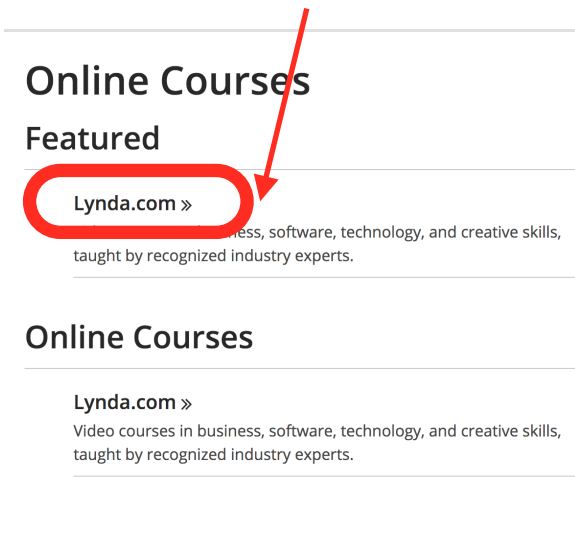


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En **Por formato**, seleccione **Cursos en línea**.

Seleccione **lynda.com** e ingrese su número de tarjeta de biblioteca y PIN.



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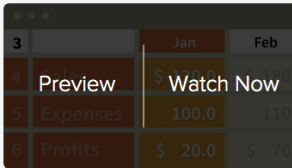
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Si hace clic en un curso, va a una parte específica del video seleccionando una sección en el **contenido**.

Business > Student Tools
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Contents **Notebook**

Write your note...

Getting Started with Notes

Type in the entry box, then click Enter to save your note.

Click on any video thumbnail to jump immediately to the timecode shown.

Notes are saved with your account and can also be exported as plain text, MS Word, PDF, Google Doc, or Evernote.

Power Tips

- Notes are ideal for summarizing ideas or marking points that you want to follow up on later.
- You can create line breaks within a note by pressing Shift+Enter.

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Contents **Notebook**

Search This Course

Introduction

- Welcome 38s
- Using the exercise files 24s

1. Getting Started with Excel

- What is Excel used for? 2m 14s
- Using the menu system 5m 50s
- Using the Quick Access Toolbar 6m 49s
- Understanding workbooks and worksheets 4m 45s
- Using the Formula bar 1m 37s
- Using the Status bar 5m 20s
- Using navigation tools 3m 24s

Course Feedback

Overview Transcript View Offline Exercise Files

Author Dennis Taylor

Released 9/22/2015

Start mastering Excel, the world's most popular and powerful spreadsheet program, with Excel expert Dennis Taylor. Learn how to best enter and organize data, perform calculations with simple functions, work with multiple worksheets, format the appearance of your data and cells, and build charts and PivotTables. Other lessons cover the powerful IF, VLOOKUP, and COUNTIF family of functions.

Skill Level **Beginner**

8h 53m Duration

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