

ESSENTIAL
MICROSOFT *OFFICE 365*[™]
Tutorials for Teachers

by

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Dedicated to my wife

Marilyn Giorgio-Poole, PhD

Also our son, Zsolt, and his wife, Ann,
our granddaughter, Leela Charlotte,
and twin grandsons, August Elliot and Oliver Stoughton.

Also to my American family,
especially Anne and Augie Giorgio,
whose outspread arms welcomed me to the
United States of America 40 years ago,
and who, over the years, have been a source of much
happiness and joy.
May they rest in peace

"Life begets life.
Energy creates energy.
It is by spending oneself that one becomes
rich."

Sarah Bernhardt (1844-1923)

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