

## Excel Practice Exercises PDF with Answers

### Exercise 01: Class Performance Evaluation

Name	Chemistry	Physics	Total	Average	GPA
John	65	78			
Ross	57	52			
Natasha	58	33			
Gibbs	54	45			
Marco	71	46			
Diego	67	57			

### Exercise 02: Lookup Values (Left to Right)

Name	Employee ID	Salary
John	E-7531	
Ross	E-8851	
Natasha	E-8832	
Gibbs	E-7845	
Marco	E-8758	
Diego	E-7785	

Employee ID	Salary
E-7531	\$3,250
E-8851	\$2,789
E-8832	\$2,984
E-7845	\$3,320
E-8758	\$2,458
E-7785	\$3,300

# Microsoft Office 2010 Lab 3 Exercises Answers

**Eleanor E. Hawkins**



### **Microsoft Office 2010 Lab 3 Exercises Answers:**

**Foundation of Information Technology MS Office Class 10** Reeta Sahoo, Gagan Sahoo, A series of Book of Computers The ebook version does not contain CD      **Foundation of Information Technology MS Office Class 09** Reeta Sahoo, Gagan Sahoo, A series of Book of Computers The ebook version does not contain CD      *Computer Applications Class 09* Reeta Sahoo, Gagan Sahoo, This series helps inculcate technical skills of computer and programming It has been designed strictly in accordance with the latest curriculum based on CCE scheme and written in simple and lucid language

**Click2know** Vivek Sharma, 2016 A course on computer science The ebook version does not contain CD      **O'Leary Series: Microsoft Office 2003 Volume I** Timothy O'Leary, Linda O'Leary, 2003-12-11 Aims to give students a basic understanding of computing concepts and to build the skills needed to ensure that information technology is an advantage in whatever career they choose in life The O'Leary Office 2004 and Office XP texts are crafted to be a step by step way for students to develop Microsoft Office application skills      Excel 2002 Peter Norton, Norton Peter, 2002-03 Peter Norton's Excel 2002 is a stand alone tutorial that features a strong instructional design Small blocks of concepts followed by hands on activities and numerous full screen illustrations result in clear cut easy to read instruction making learning easy for students Excel 2002 focuses on the basic skills for the MOUS Core level program As a result the Norton XP student can prepare for the MOUS certification exam in fewer pages and in only a few hours      O'Leary Series: Microsoft Office Excel 2003 Brief Timothy O'Leary, Linda O'Leary, 2003-10-17 The goal of the O'Leary Series is to give students a basic understanding of computing concepts and to build the skills necessary to ensure that information technology is an advantage in whatever career they choose in life The O'Leary Microsoft Office 2003 texts are crafted to be the true step by step way for students to develop Microsoft Office application skills The text design emphasizes step by step instructions with full screen captures that illustrate the results of each step performed Each Tutorial chapter combines conceptual coverage with detailed software specific instructions A running case that is featured in each tutorial highlights the real world applications of each software program and leads students step by step from problem to solution      O'Leary Series: Microsoft Office Excel 2003 Introductory Timothy O'Leary, Linda O'Leary, 2003-12-31 The goal of the O'Leary Series is to give students a basic understanding of computing concepts and to build the skills necessary to ensure that information technology is an advantage in whatever career they choose in life The O'Leary Microsoft Office 2003 texts are crafted to be the true step by step way for students to develop Microsoft Office application skills The text design emphasizes step by step instructions with full screen captures that illustrate the results of each step performed Each Tutorial chapter combines conceptual coverage with detailed software specific instructions A running case that is featured in each tutorial highlights the real world applications of each software program and leads students step by step from problem to solution      *Microsoft Office User Specialist Microsoft Word 97 Exam Guide* Jane Calabria, Dorothy Burke, 1997 A complete study reference to prepare readers for both levels of the

Microsoft Certified Office User Excel Exam Covers all tested concepts and tasks and includes guided practice sections to help readers build confidence while studying for the exam The CD includes a complete Instructor s Resources Center with extra examples and PowerPoint slides for creating classroom teaching materials      **Excel 2002 - Introductory** Kenneth C. Laudon,Kenneth Rosenblatt,David Langley (M.A.),2001-11 Part of the Interactive Computing series this title presents a visual and interactive way to developing and applying software skills This skills based approach coupled with its 2 page spread design is useful for the intro CIS course the self paced course or students in non traditional education settings      Microsoft Office 2003 Linda Bird,2004 Backed with over 20 years of writing teaching and professional experience with electronic spreadsheets the authors have perfected the format and presentation of Microsoft applications material to suit every type of learning style Comprehensive information for users at various levels of experience hands on exercises and a flexible binding make this a must have series for applications essentials Areas covered include taking a tour of PowerPoint creating presentations modifying the presentation s text and structure working with visual and multimedia elements working with the slide master and slide layout working with charts preparing and delivering electronic slide shows and interfacing PowerPoint with other applications and the Internet For training professionals      Dummies 101 Kathy Ivens,Thomas E. Barich,1997 Looking for the best ways to learn how to use Microsoft Outlook This book shows users what they really need to know about using this information and scheduling application Provides a complete overview of Outlook Microsoft s hottest new desktop information management application Covers the most important components of Outlook including its personal information manager an E mail client a groupware application and a time and contact manager Spend less time adding names and numbers to addresses telephone and other personal lists Find out how to relay information directly from E mail into Outlook s various sections automatically reformatting the data to fit the style of the list Explains how to use Outlook s features that Outlook controls Shows users how to control the workflow of documents and information across enterprise networks and the Internet Covers Outlook s ability to sort URLs by category Dummies 101 Outlook 97 For Windows a fast and easy reference for identifying specific features and benefits of Microsoft s hot Messaging application Office users can now concentrate on more important things than trying to remember the order of priorities for various tasks and messages Dummies 101 Outlook 97 For Windows is the fast and easy reference that will get its users up and running on Microsoft s newest messaging application This book shows users how to operate and maintain Outlook s messaging capabilities as well as its enhanced scheduling and calendar components Dummies 101 Outlook 97 For Windows provides complete coverage of Outlook features including the hot new feature that allows users the ability to add automatic viewingcapabilities to their messages and allows them to dynamically alter and rotate views of a message s interface Outlook users will discover how fun and easy it can be to manage and maintain an E mail client as well as their hectic schedules with this easy to use reference The companion CD is filled with the exercises tests and quizzes found in the book Users can work with the CD contents until they feel confident

with Outlook      **Microsoft Windows NT Server 4.0 Enterprise Technologies** Microsoft Press, Microsoft Corporation, 1998 Intended for experienced Windows NT support professionals who work with or support a Windows NT Server network in an enterprise environment and for those who are on the Microsoft Certified Systems Engineer Windows NT 4.0 Track      **The United States Catalog** Eleanor E. Hawkins, 1921      The United States Catalog Supplement, January 1918-June 1921 Eleanor E. Hawkins, 1921      **Forthcoming Books** Rose Arny, 2001-06      **Term by Term Book 5 Term 2** Shanti Dhulia, Alka Batra, Manjeet Jauhar, Meera Aggarwal, TERM BY TERM 1 5 is a term series consisting of a total of fifteen books three term books per class Each book is divided into segments of English Mathematics Environmental Science for classes 1 2 Science Social Studies for classes 3 5 General Knowledge and Computer Science All the subjects have been designed to develop comprehensive understanding in learners and are essential for an interactive and participative atmosphere A progressive vision providing graded topics in all subjects has been ensured      **Microsoft Office Excel 2003** Gary B. Shelly, Thomas J. Cashman, James S. Quasney, 2005-03 For the past three decades the Shelly Cashman Series r has effectively introduced computers to millions of students consistently providing the highest quality most up to date and innovative materials in computer education Enjoy the proven step by step style and improved Office 2003 updates of the Shelly Cashman Series r and enhance your Office application skills today      **Who's who in America** , 1926      Data Sources , 2000

## Embracing the Track of Term: An Mental Symphony within **Microsoft Office 2010 Lab 3 Exercises Answers**

In a global taken by monitors and the ceaseless chatter of fast interaction, the melodic splendor and mental symphony created by the written word often diminish into the back ground, eclipsed by the persistent sound and disruptions that permeate our lives. But, set within the pages of **Microsoft Office 2010 Lab 3 Exercises Answers** a marvelous literary prize overflowing with organic feelings, lies an immersive symphony waiting to be embraced. Crafted by an outstanding musician of language, this captivating masterpiece conducts viewers on a mental journey, skillfully unraveling the concealed tunes and profound impact resonating within each carefully crafted phrase. Within the depths with this poignant examination, we shall investigate the book is main harmonies, analyze their enthralling writing fashion, and surrender ourselves to the profound resonance that echoes in the depths of readers souls.

[https://www.splashdogs.com/About/publication/fetch.php/Immigration\\_Paper\\_Topics.pdf](https://www.splashdogs.com/About/publication/fetch.php/Immigration_Paper_Topics.pdf)

### **Table of Contents Microsoft Office 2010 Lab 3 Exercises Answers**

1. Understanding the eBook Microsoft Office 2010 Lab 3 Exercises Answers
  - The Rise of Digital Reading Microsoft Office 2010 Lab 3 Exercises Answers
  - Advantages of eBooks Over Traditional Books
2. Identifying Microsoft Office 2010 Lab 3 Exercises Answers
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Microsoft Office 2010 Lab 3 Exercises Answers
  - User-Friendly Interface
4. Exploring eBook Recommendations from Microsoft Office 2010 Lab 3 Exercises Answers
  - Personalized Recommendations

- Microsoft Office 2010 Lab 3 Exercises Answers User Reviews and Ratings
- Microsoft Office 2010 Lab 3 Exercises Answers and Bestseller Lists
- 5. Accessing Microsoft Office 2010 Lab 3 Exercises Answers Free and Paid eBooks
  - Microsoft Office 2010 Lab 3 Exercises Answers Public Domain eBooks
  - Microsoft Office 2010 Lab 3 Exercises Answers eBook Subscription Services
  - Microsoft Office 2010 Lab 3 Exercises Answers Budget-Friendly Options
- 6. Navigating Microsoft Office 2010 Lab 3 Exercises Answers eBook Formats
  - ePub, PDF, MOBI, and More
  - Microsoft Office 2010 Lab 3 Exercises Answers Compatibility with Devices
  - Microsoft Office 2010 Lab 3 Exercises Answers Enhanced eBook Features
- 7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Microsoft Office 2010 Lab 3 Exercises Answers
  - Highlighting and Note-Taking Microsoft Office 2010 Lab 3 Exercises Answers
  - Interactive Elements Microsoft Office 2010 Lab 3 Exercises Answers
- 8. Staying Engaged with Microsoft Office 2010 Lab 3 Exercises Answers
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Microsoft Office 2010 Lab 3 Exercises Answers
- 9. Balancing eBooks and Physical Books Microsoft Office 2010 Lab 3 Exercises Answers
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Microsoft Office 2010 Lab 3 Exercises Answers
- 10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
- 11. Cultivating a Reading Routine Microsoft Office 2010 Lab 3 Exercises Answers
  - Setting Reading Goals Microsoft Office 2010 Lab 3 Exercises Answers
  - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Microsoft Office 2010 Lab 3 Exercises Answers
  - Fact-Checking eBook Content of Microsoft Office 2010 Lab 3 Exercises Answers

- Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
  - Utilizing eBooks for Skill Development
  - Exploring Educational eBooks
- 14. Embracing eBook Trends
  - Integration of Multimedia Elements
  - Interactive and Gamified eBooks

### **Microsoft Office 2010 Lab 3 Exercises Answers Introduction**

In today's digital age, the availability of Microsoft Office 2010 Lab 3 Exercises Answers books and manuals for download has revolutionized the way we access information. Gone are the days of physically flipping through pages and carrying heavy textbooks or manuals. With just a few clicks, we can now access a wealth of knowledge from the comfort of our own homes or on the go. This article will explore the advantages of Microsoft Office 2010 Lab 3 Exercises Answers books and manuals for download, along with some popular platforms that offer these resources. One of the significant advantages of Microsoft Office 2010 Lab 3 Exercises Answers books and manuals for download is the cost-saving aspect. Traditional books and manuals can be costly, especially if you need to purchase several of them for educational or professional purposes. By accessing Microsoft Office 2010 Lab 3 Exercises Answers versions, you eliminate the need to spend money on physical copies. This not only saves you money but also reduces the environmental impact associated with book production and transportation. Furthermore, Microsoft Office 2010 Lab 3 Exercises Answers books and manuals for download are incredibly convenient. With just a computer or smartphone and an internet connection, you can access a vast library of resources on any subject imaginable. Whether you're a student looking for textbooks, a professional seeking industry-specific manuals, or someone interested in self-improvement, these digital resources provide an efficient and accessible means of acquiring knowledge. Moreover, PDF books and manuals offer a range of benefits compared to other digital formats. PDF files are designed to retain their formatting regardless of the device used to open them. This ensures that the content appears exactly as intended by the author, with no loss of formatting or missing graphics. Additionally, PDF files can be easily annotated, bookmarked, and searched for specific terms, making them highly practical for studying or referencing. When it comes to accessing Microsoft Office 2010 Lab 3 Exercises Answers books and manuals, several platforms offer an extensive collection of resources. One such platform is Project Gutenberg, a nonprofit organization that provides over 60,000 free eBooks. These books are primarily in the public domain, meaning they can be freely distributed and downloaded. Project Gutenberg offers a wide range of classic literature, making it an excellent resource for literature enthusiasts. Another popular platform for



Microsoft Office 2010 Lab 3 Exercises Answers books and manuals is Open Library. Open Library is an initiative of the Internet Archive, a non-profit organization dedicated to digitizing cultural artifacts and making them accessible to the public. Open Library hosts millions of books, including both public domain works and contemporary titles. It also allows users to borrow digital copies of certain books for a limited period, similar to a library lending system. Additionally, many universities and educational institutions have their own digital libraries that provide free access to PDF books and manuals. These libraries often offer academic texts, research papers, and technical manuals, making them invaluable resources for students and researchers. Some notable examples include MIT OpenCourseWare, which offers free access to course materials from the Massachusetts Institute of Technology, and the Digital Public Library of America, which provides a vast collection of digitized books and historical documents. In conclusion, Microsoft Office 2010 Lab 3 Exercises Answers books and manuals for download have transformed the way we access information. They provide a cost-effective and convenient means of acquiring knowledge, offering the ability to access a vast library of resources at our fingertips. With platforms like Project Gutenberg, Open Library, and various digital libraries offered by educational institutions, we have access to an ever-expanding collection of books and manuals. Whether for educational, professional, or personal purposes, these digital resources serve as valuable tools for continuous learning and self-improvement. So why not take advantage of the vast world of Microsoft Office 2010 Lab 3 Exercises Answers books and manuals for download and embark on your journey of knowledge?

### FAQs About Microsoft Office 2010 Lab 3 Exercises Answers Books

1. Where can I buy Microsoft Office 2010 Lab 3 Exercises Answers books? Bookstores: Physical bookstores like Barnes & Noble, Waterstones, and independent local stores. Online Retailers: Amazon, Book Depository, and various online bookstores offer a wide range of books in physical and digital formats.
2. What are the different book formats available? Hardcover: Sturdy and durable, usually more expensive. Paperback: Cheaper, lighter, and more portable than hardcovers. E-books: Digital books available for e-readers like Kindle or software like Apple Books, Kindle, and Google Play Books.
3. How do I choose a Microsoft Office 2010 Lab 3 Exercises Answers book to read? Genres: Consider the genre you enjoy (fiction, non-fiction, mystery, sci-fi, etc.). Recommendations: Ask friends, join book clubs, or explore online reviews and recommendations. Author: If you like a particular author, you might enjoy more of their work.
4. How do I take care of Microsoft Office 2010 Lab 3 Exercises Answers books? Storage: Keep them away from direct

- sunlight and in a dry environment. Handling: Avoid folding pages, use bookmarks, and handle them with clean hands. Cleaning: Gently dust the covers and pages occasionally.
5. Can I borrow books without buying them? Public Libraries: Local libraries offer a wide range of books for borrowing. Book Swaps: Community book exchanges or online platforms where people exchange books.
  6. How can I track my reading progress or manage my book collection? Book Tracking Apps: Goodreads, LibraryThing, and Book Catalogue are popular apps for tracking your reading progress and managing book collections. Spreadsheets: You can create your own spreadsheet to track books read, ratings, and other details.
  7. What are Microsoft Office 2010 Lab 3 Exercises Answers audiobooks, and where can I find them? Audiobooks: Audio recordings of books, perfect for listening while commuting or multitasking. Platforms: Audible, LibriVox, and Google Play Books offer a wide selection of audiobooks.
  8. How do I support authors or the book industry? Buy Books: Purchase books from authors or independent bookstores. Reviews: Leave reviews on platforms like Goodreads or Amazon. Promotion: Share your favorite books on social media or recommend them to friends.
  9. Are there book clubs or reading communities I can join? Local Clubs: Check for local book clubs in libraries or community centers. Online Communities: Platforms like Goodreads have virtual book clubs and discussion groups.
  10. Can I read Microsoft Office 2010 Lab 3 Exercises Answers books for free? Public Domain Books: Many classic books are available for free as they're in the public domain. Free E-books: Some websites offer free e-books legally, like Project Gutenberg or Open Library.

### **Find Microsoft Office 2010 Lab 3 Exercises Answers :**

[immigration paper topics](#)

[images of flats longs and cubes](#)

*in the dark recesses*

*improved 2004 factory polaris pro x snowmobile shop manual*

[imagerie en ophtalmologie](#)

[imaginative writing burroway](#)

**in the face of difference congregations building understanding and cooperation**

[inclusive organizational transformation transformation and innovation](#)

**indecent experiment medical play erotica**

**inbox enki bilal**

images pcmac org 6 6

**in search of the master who dance with horses growth**

**in from the cold novella**

**impact factor of journals 2014**

in june axame grade 9 ems

### **Microsoft Office 2010 Lab 3 Exercises Answers :**

Accelerate: Building Strategic Agility for a Faster-Moving ... In the groundbreaking new book Accelerate (XLR8), leadership and change management expert, and best-selling author, John Kotter provides a fascinating answer— ... Accelerate: Building Strategic Agility for a Faster-Moving ... In the groundbreaking new book Accelerate (XLR8), leadership and change management expert, and best-selling author, John Kotter provides a fascinating answer— ... Accelerate: Building Strategic Agility for a Faster-Moving ... Feb 25, 2014 — Based on the award-winning article in Harvard Business Review, from global leadership expert John Kotter. Accelerate: Building Strategic Agility for a Faster-Moving ... In the groundbreaking new book Accelerate (XLR8), leadership and change management expert, and best-selling author, John Kotter provides a fascinating answer— ... Building Strategic Agility for a Faster-Moving World full book Jun 2, 2020 — Accelerate: Building Strategic Agility for a Faster-Moving World ebook ... global leadership expert John Kotter. It's a familiar scene in. Accelerate: Building Strategic Agility for a Faster-Moving ... Accelerate: Building Strategic Agility for a Faster-Moving World - Kindle edition by Kotter, John P.. Download it once and read it on your Kindle device, PC ... Accelerate eBook by John P. Kotter - EPUB Book Jan 23, 2023 — Read "Accelerate Building Strategic Agility for a Faster-Moving World" by John P. Kotter available from Rakuten Kobo. John Kotter Classics Set (Ebooks) Why focus on urgency? Without it, any change effort is doomed. And "Accelerate: Building a Strategic Agility for a Faster-Moving World", based on Kotter's award ... Accelerate - Kotter International Inc John Kotter's book "Accelerate" illustrates how successful companies focus and align energy to capitalize on the big opportunity in a more agile structure. Accelerate : building strategic agility for a faster-moving world In the groundbreaking new book Accelerate (XLR8), leadership and change management expert, and best-selling author, John Kotter provides a fascinating answer-- ... Talisman Magic: Yantra Squares for... by Webster, Richard This is a little book with a simple and easy to use system of divination and spell work. You can pick it up and within minutes you will be doing divinatory ... Talisman Magic Yantra Squares Tantric by Webster Richard Talisman Magic: Yantra Squares for Tantric Divination (Llewellyns Practical Magick Series) by Webster, Richard and a great selection of related books, ... Talisman Magic: Yantra Squares for... book by Richard ... Derived from a 4,000-year-old numerological system based on square

numbered grids, Yantra is used for divination, amulets and practical magic. Now you can ... Talisman Magic: Yantra Squares for Tantric Divination ... Yantra is the new divinatory frontier that has just hit the western world with its simplicity and logic. Derived from a 4,000-year-old numerological system ... Talisman Magic: Yantra Squares for Tantric Divination ... Talisman Magic: Yantra Squares for Tantric Divination (Llewellyn's Practical Magick Series) by Webster, Richard - ISBN 10: 156718801X - ISBN 13: ... Holdings: Talisman magic : yantra squares for tantric divination ... Talisman magic : yantra squares for tantric divination / Richard Webster. ; Book · English · St. Paul, Minn., U.S.A. : Llewellyn Publications, 1995. · First edition ... Talisman Magic: Yantra Squares for Tantric Divination Derived from a 4,000-year-old numerological system based on square numbered grids, Yantra is used for divination, amulets and practical magic. Now you can ... Yantra Squares for Tantric Divination by Richard Webster: Used ... Talisman Magic: Yantra Squares for Tantric Divination by Richard Webster: Used ; Publication Date. 1995-10-08 ; Pages. 208 ; Accurate description. 4.9 ; Reasonable ... Yantra Squares for Tantric Divination by Webster, Richard We have 4 copies of Talisman Magic: Yantra Squares for Tantric Divination for sale starting from \$13.28. YANTRA SQUARES FOR TANTRIC DIVINATION By Richard ... TALISMAN MAGIC: YANTRA SQUARES FOR TANTRIC DIVINATION By Richard Webster \*VG+\* ; Condition. Very Good ; Quantity. 1 available ; Item Number. 186117880276 ; ISBN-10. Arbeitsphysiologie by HJ Bullinger · 1994 — (1953): Praktische Arbeitsphysiologie. Stuttgart: Thieme, 1953. Google Scholar. Lehmann, G. (1983): Praktische Arbeitsphysiologie. 3. neubearb. Auflage. Hrsg ... Praktische Arbeitsphysiologie - PMC by CL Sutherland · 1963 — 1963 Apr; 20(2): 165. PMCID: PMC1038320. Praktische Arbeitsphysiologie. Reviewed by Charles L. Sutherland. Copyright and License information Disclaimer. Praktische Arbeitsphysiologie by P ARBEITSPHYSIOLOGIE · 1964 — PRAKTISCHE ARBEITSPHYSIOLOGIE is a book familiar to anyone interested in the application of physiology in industry. The text of the second edition,. Praktische Arbeitsphysiologie. This book takes up problems of work output in industry as related to the functions of the human body. This branch of physiology is an essential part of the ... Praktische Arbeitsphysiologie Praktische. Arbeitsphysiologie. Begründet von Günther Lehmann. 3. neubearbeitete ... 2.1 Begriff Arbeit in der Arbeitsphysiologie. 5. 2.2 Mensch-Arbeits-System. 7. Georg Thieme, 1953. (U.S. distrib.: Grune and Stratton ... by J Brožek · 1953 — Praktische Arbeitsphysiologie (Applied Physiology of Human Work). Gunther Lehmann. Stuttgart: Georg Thieme, 1953. (U.S. distrib.: Grune and Stratton, New York.) ... Praktische Arbeitsphysiologie : Lehmann, Gunther Praktische Arbeitsphysiologie ... Gr.-8°, OLwd. mit Goldpräg. Stuttgart: Thieme Verlag, 1962. VIII, 409 S., mit 205 Abb., 2., Überarb. u. erw. Aufl., gebraucht: o ... Praktische Arbeitsphysiologie. Gunther Lehmann Praktische Arbeitsphysiologie. Gunther Lehmann. A. Kurt Weiss. A. Kurt Weiss. Search for more articles by this author · PDF · PDF PLUS · Add to favorites ... Praktische Arbeitsphysiologie Aug 16, 2023 — Praktische Arbeitsphysiologie · Angaben zum Objekt · Klassifikation und Themen · Beteiligte, Orts- und Zeitangaben · Weitere Informationen.