



## Quickbase: The Missing Manual: The Missing Manual

By Nancy Conner

O'Reilly Media. Paperback. Book Condition: New. Paperback. 554 pages. Dimensions: 9.1in. x 7.0in. x 0.9in. Ready to put Intuits QuickBase to work Our new Missing Manual shows you how to capture, modify, share, and manage data and documents with this web-based data-sharing program quickly and easily. No longer do you have to coordinate your team through a blizzard of emails or play frustrating games of guess which document is the right one. QuickBase saves your organization time and money, letting you manage and share the information that makes your business tick: sales figures, project timelines, drafts of documents, purchase or work requests--whatever information you need to keep business flowing smoothly. QuickBase: The Missing Manual shows you how to choose among QuickBases dozens of ready-made applications (mini-databases, essentially) and how to customize one to fit your needs exactly. You'll also learn to assign people different roles within the application. The guide also shows you how to: Capture and modify data: Whatever kind of data you need to store--sales leads, catalog listings, project milestones, workflow checklists--you can use QuickBases forms to record and organize that data so it makes sense to you. Filter, sort, and group data: Easily find the records that match...



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