

PALANI MURUGAPPAN'S PERSONAL ACCOMPLISHMENTS

1. **“The Basic Approach to DOS, Windows 3.1 and Windows 95”**; published by Global Digital Communication; (First published 1996)

The following books are all published by **Venton Publishing** and available in most major bookshops (including translation of some titles to Bahasa Malaysia):

2. **Windows 98 Tips and Shortcuts**; (First published 1998)
3. **Windows 98 Simplified**; (First published 1999)
4. **Internet Simplified**; (First published 1999)
5. **Microsoft Publisher 98 Simplified**; (First published 1999)
6. **CorelDraw 8.0 Simplified**; (First published 1999)
7. **Microsoft Word 2000 Simplified**; (First published 1999)
8. **Microsoft Excel 2000 Simplified**; (First published 1999)
9. **Microsoft PowerPoint 2000 Simplified**; (First published 1999)
10. **Microsoft Access 2000 Simplified**; (First published 1999)
11. **Microsoft Office 2000 - The New Features**; (First published 1999)
12. **Windows XP Beginners Tips and Shortcuts**; (First published 2002)
13. **Windows XP Advanced Tips and Shortcuts**; (First published 2002)
14. **Microsoft Excel Functions for the Daily User**; (First published 2002)
15. **Simplified Advanced Excel Functions**; (First published 2002)
16. **Adobe PageMaker 7.0 Simplified**; (First published 2002)
17. **Adobe InDesign 2.0 Simplified**; (First published 2002)
18. **Adobe Illustrator 10.0 Simplified**; (First published 2002)
19. **Adobe GoLive 6.0 Simplified**; (First published 2002)
20. **Adobe LiveMotion 2.0 Simplified**; (First published 2002)
21. **Adobe After Effects 6.0 Simplified**; (First published 2003)
22. **Adobe Premiere 6.5 Simplified**; (First published 2003)
23. **Adobe Photoshop 7.0 Simplified**; (First published 2003)
24. **Creating Special Effects with Photoshop 7.0**; (First published 2003)
25. **AutoCAD LT 2004 Simplified**; (First published 2004)
26. **AutoCAD 2004 Tips and Shortcuts**; (First published 2004)
27. **CorelDraw 11 Simplified**; (First published 2004)
28. **Microsoft Word 2003 – Easy Learning Series**; (First published 2004)
29. **Microsoft PowerPoint 2003 – Easy Learning Series**; (First published 2004)
30. **Microsoft Excel 2003 – Easy Learning Series**; (First published 2004)
31. **Microsoft Access 2003 – Easy Learning Series**; (First published 2004)
32. **Internet Simplified – Easy Learning Series**; (First published 2005)
33. **Computer systems and applications**; (First published 2005)
34. **Malaysian Websites**; (First published 2006)
35. **Increasing Office Productivity using Microsoft Office**; (First published 2006)
36. **Microsoft Excel Statistical and other Advanced Functions**; (First published 2006)
37. **Financial Modelling using Microsoft Excel for Non-Finance Personnel**; (First published 2006)
38. **Mastering Presentation Skills using PowerPoint**; (First published 2006)
39. **Effective Budgeting using Microsoft Excel**; (First published 2006)

40. **Cost Reduction Strategies for the Manufacturing Sector with application of Microsoft Excel;** (First published 2006)
41. **Microsoft Access 2007 Simplified;** (First published 2007)
42. **Microsoft Excel 2007 Simplified;** (First published 2007)
43. **Microsoft PowerPoint 2007 Simplified;** (First published 2007)
44. **Microsoft Word 2007 Simplified;** (First published 2007)
45. **Windows Vista Simplified;** (First published 2008)
46. **Windows 7 Simplified;** (First published 2009)
47. **Microsoft Excel 2010 Simplified;** (First published 2011)

The following books are published by **Times Publishing**:

48. **Microsoft Word 2000 Tips and Shortcuts;** (First published 2000)
49. **Microsoft Excel 2000 Tips and Shortcuts;** (First published 2000)
50. **Microsoft PowerPoint 2000 Tips and Shortcuts;** (First published 2000)
51. **Microsoft Access 2000 Tips and Shortcuts;** (First published 2001)