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and communication. Microsoft Project 2013 Quick Reference Guide: Managing Complexity (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) [Beezix Inc.] on Amazon.com. *FREE* shipping on qualifying offers. Laminated quick reference guide showing step-by-step instructions and shortcuts for how to use Microsoft Office Project 2013 at the intermediate level. MS Project Tutorial PDF Version Quick Guide Resources Job Search Discussion MS Project, the project management software program by Microsoft, is a very handy tool for project managers that helps them develop a schedule, assign resources to tasks, track the progress, manage the budget, and analyze workloads for an ongoing project. 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