

**FILE** **HOME** **INSERT** **DESIGN** **PAGE LAYOUT** **REFERENCES** **MAILINGS**

Envelopes Labels **Start Mail Merge** Select Recipients Recipient List Highlight Merge Fields Address Block Greeting Line Insert Merge Field

Create Start Mail Merge Write & Insert Fields

Letters  
E-mail Messages  
Envelopes...  
Labels...  
Directory  
Normal Word Document  
**Step-by-Step Mail Merge Wizard...**

**Mail Merge**

**Select document type**  
What type of document are you working on?

☒ **Letters**  
☐ E-mail messages  
☐ Envelopes  
☐ Labels  
☐ Directory

**Letters**  
Send letters to a group of people. You can personalize the letter that each person receives.  
Click Next to continue.

**Step 1 of 6**  
Next: Starting document

**Mail Merge**

**Select starting document**  
How do you want to set up your letters?

☒ **Use the current document**  
☐ Start from a template  
☐ Start from existing document

**Use the current document**  
Start from the document shown here and use the Mail Merge wizard to add recipient information.

**Step 2 of 6**  
Next: Select recipients  
Previous: Select document type

# Mail Merge Tutorial Diagram

**Wolfgang Guggemos**

A red circular graphic with a gradient, appearing as a semi-circle or a partial circle, located to the right of the author's name.

## **Mail Merge Tutorial Diagram:**

## **Mail Merge Tutorial Diagram Book Review: Unveiling the Power of Words**

In a global driven by information and connectivity, the ability of words has are more evident than ever. They have the capacity to inspire, provoke, and ignite change. Such could be the essence of the book **Mail Merge Tutorial Diagram**, a literary masterpiece that delves deep in to the significance of words and their effect on our lives. Written by a renowned author, this captivating work takes readers on a transformative journey, unraveling the secrets and potential behind every word. In this review, we will explore the book is key themes, examine its writing style, and analyze its overall impact on readers.

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