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Microsoft Word 2013 (64-bit)

Microsoft Word 2013 User Manual

Dan Gookin



Microsoft Word 2013 User Manual:

Microsoft Word 2013 Level 2 (English version) AMC College, This manual will show you the advanced functions of new version of word processing MS Word 2013 It teaches you on how to use the tools with pictures videos charts and graphs as well as the ways of producing webpages blogs email and other kinds of output meant to be read online *SharePoint 2013 User's Guide* Anthony Smith,Tony Smith,2013-06-11 Provides an examination of the next generation of Microsoft SharePoint technologies explaining how to use the technologies to extend the information sharing and collaboration capabilities to develop enterprise information management sharing and collaboration solutions *Word 2013 Absolute Beginner's Guide* Sherry Kinkoph Gunter,2013-07-05 Make the most of Word 2013 without becoming a technical expert This book is the fastest way to learn Word and use it quickly to prepare powerfully effective documents Even if you ve never used Word before you ll learn how to do what you want one clear and easy step at a time Word has never ever been this simple Who knew how simple Word 2013 could be This is the easiest most practical beginner s guide to using Microsoft s incredibly powerful new Word 2013 word processing program simple reliable instructions for doing everything you really want to do Here s a small sample of what you ll learn Navigate Word 2013 s updated interface and make the most of the Ribbon Quick Access toolbar and other handy tools Quickly develop any document from reports to r sum s brochures to calendars even web pages Control margins indents alignment columns and spacing Improve document appearance with themes and style sets Organize and present data attractively with Word tables and charts Build professional quality visuals with SmartArt and WordArt Use images from multiple sources including screen captures and Bing Image Search Master long documents tables of contents cross references and footnotes Collaborate with others using Word s tracking and revision tools Easily create personalized mailings and email And much more **Microsoft Word 2019 Training Manual Classroom in a Book** TeachUcomp ,2020-08-15 Complete classroom training manual for Microsoft Word 2019 369 pages and 210 individual topics Includes practice exercises and keyboard shortcuts You will learn document creation editing proofing formatting styles themes tables mailings and much more Topics Covered CHAPTER 1 Getting Acquainted with Word 1 1 About Word 1 2 The Word Environment 1 3 The Title Bar 1 4 The Ribbon 1 5 The File Tab and Backstage View 1 6 The Quick Access Toolbar 1 7 Touch Mode 1 8 The Ruler 1 9 The Scroll Bars 1 10 The Document View Buttons 1 11 The Zoom Slider 1 12 The Status Bar 1 13 The Mini Toolbar 1 14 Keyboard Shortcuts CHAPTER 2 Creating Basic Documents 2 1 Opening Documents 2 2 Closing Documents 2 3 Creating New Documents 2 4 Saving Documents 2 5 Recovering Unsaved Documents 2 6 Entering Text 2 7 Moving through Text 2 8 Selecting Text 2 9 Non Printing Characters 2 10 Working with Word File Formats 2 11 AutoSave Online Documents CHAPTER 3 Document views 3 1 Changing Document Views 3 2 Showing and Hiding the Ruler 3 3 Showing and Hiding Gridlines 3 4 Using the Navigation Pane 3 5 Zooming the Document 3 6 Opening a Copy of a Document in a New Window 3 7 Arranging Open Document Windows 3 8 Split Window 3 9 Comparing Open Documents 3 10 Switching

Open Documents 3 11 Switching to Full Screen View CHAPTER 4 Basic Editing Skills 4 1 Deleting Text 4 2 Cutting Copying and Pasting 4 3 Undoing and Redoing Actions 4 4 Finding and Replacing Text 4 5 Selecting Text and Objects CHAPTER 5 BASIC PROOFING Tools 5 1 The Spelling and Grammar Tool 5 2 Setting Default Proofing Options 5 3 Using the Thesaurus 5 4 Finding the Word Count 5 5 Translating Documents 5 6 Read Aloud in Word CHAPTER 6 FONT Formatting 6 1 Formatting Fonts 6 2 The Font Dialog Box 6 3 The Format Painter 6 4 Applying Styles to Text 6 5 Removing Styles from Text CHAPTER 7 Formatting Paragraphs 7 1 Aligning Paragraphs 7 2 Indenting Paragraphs 7 3 Line Spacing and Paragraph Spacing CHAPTER 8 Document Layout 8 1 About Documents and Sections 8 2 Setting Page and Section Breaks 8 3 Creating Columns in a Document 8 4 Creating Column Breaks 8 5 Using Headers and Footers 8 6 The Page Setup Dialog Box 8 7 Setting Margins 8 8 Paper Settings 8 9 Layout Settings 8 10 Adding Line Numbers 8 11 Hyphenation Settings CHAPTER 9 Using Templates 9 1 Using Templates 9 2 Creating Personal Templates CHAPTER 10 Printing Documents 10 1 Previewing and Printing Documents CHAPTER 11 Helping Yourself 11 1 The Tell Me Bar and Microsoft Search 11 2 Using Word Help 11 3 Smart Lookup CHAPTER 12 Working with Tabs 12 1 Using Tab Stops 12 2 Using the Tabs Dialog Box CHAPTER 13 Pictures and Media 13 1 Inserting Online Pictures 13 2 Inserting Your Own Pictures 13 3 Using Picture Tools 13 4 Using the Format Picture Task Pane 13 5 Fill Line Settings 13 6 Effects Settings 13 7 Alt Text 13 8 Picture Settings 13 9 Inserting Screenshots 13 10 Inserting Screen Clippings 13 11 Inserting Online Video 13 12 Inserting Icons 13 13 Inserting 3D Models 13 14 Formatting 3D Models CHAPTER 14 DRAWING OBJECTS 14 1 Inserting Shapes 14 2 Inserting WordArt 14 3 Inserting Text Boxes 14 4 Formatting Shapes 14 5 The Format Shape Task Pane 14 6 Inserting SmartArt 14 7 Design and Format SmartArt 14 8 Inserting Charts CHAPTER 15 USING BUILDING BLOCKS 15 1 Creating Building Blocks 15 2 Using Building Blocks CHAPTER 16 Styles 16 1 About Styles 16 2 Applying Styles 16 3 Showing Headings in the Navigation Pane 16 4 The Styles Task Pane 16 5 Clearing Styles from Text 16 6 Creating a New Style 16 7 Modifying an Existing Style 16 8 Selecting All Instances of a Style in a Document 16 9 Renaming Styles 16 10 Deleting Custom Styles 16 11 Using the Style Inspector Pane 16 12 Using the Reveal Formatting Pane CHAPTER 17 Themes and style sets 17 1 Applying a Theme 17 2 Applying a Style Set 17 3 Applying and Customizing Theme Colors 17 4 Applying and Customizing Theme Fonts 17 5 Selecting Theme Effects CHAPTER 18 PAGE BACKGROUNDS 18 1 Applying Watermarks 18 2 Creating Custom Watermarks 18 3 Removing Watermarks 18 4 Selecting a Page Background Color or Fill Effect 18 5 Applying Page Borders CHAPTER 19 BULLETS AND NUMBERING 19 1 Applying Bullets and Numbering 19 2 Formatting Bullets and Numbering 19 3 Applying a Multilevel List 19 4 Modifying a Multilevel List Style CHAPTER 20 Tables 20 1 Using Tables 20 2 Creating Tables 20 3 Selecting Table Objects 20 4 Inserting and Deleting Columns and Rows 20 5 Deleting Cells and Tables 20 6 Merging and Splitting Cells 20 7 Adjusting Cell Size 20 8 Aligning Text in Table Cells 20 9 Converting a Table into Text 20 10 Sorting Tables 20 11 Formatting Tables 20 12 Inserting Quick Tables CHAPTER 21 Table formulas 21 1 Inserting Table Formulas 21 2 Recalculating Word

Formulas 21 3 Viewing Formulas Vs Formula Results 21 4 Inserting a Microsoft Excel Worksheet CHAPTER 22 Inserting page elements 22 1 Inserting Drop Caps 22 2 Inserting Equations 22 3 Inserting Ink Equations 22 4 Inserting Symbols 22 5 Inserting Bookmarks 22 6 Inserting Hyperlinks CHAPTER 23 Outlines 23 1 Using Outline View 23 2 Promoting and Demoting Outline Text 23 3 Moving Selected Outline Text 23 4 Collapsing and Expanding Outline Text CHAPTER 24 MAILINGS 24 1 Mail Merge 24 2 The Step by Step Mail Merge Wizard 24 3 Creating a Data Source 24 4 Selecting Recipients 24 5 Inserting and Deleting Merge Fields 24 6 Error Checking 24 7 Detaching the Data Source 24 8 Finishing a Mail Merge 24 9 Mail Merge Rules 24 10 The Ask Mail Merge Rule 24 11 The Fill in Mail Merge Rule 24 12 The If Then Else Mail Merge Rule 24 13 The Merge Record Mail Merge Rule 24 14 The Merge Sequence Mail Merge Rule 24 15 The Next Record Mail Merge Rule 24 16 The Next Record If Mail Merge Rule 24 17 The Set Bookmark Mail Merge Rule 24 18 The Skip Record If Mail Merge Rule 24 19 Deleting Mail Merge Rules in Word CHAPTER 25 SHARING DOCUMENTS 25 1 Sharing Documents in Word Using Co authoring 25 2 Inserting Comments 25 3 Sharing by Email 25 4 Presenting Online 25 5 Posting to a Blog 25 6 Saving as a PDF or XPS File 25 7 Saving as a Different File Type CHAPTER 26 CREATING A TABLE OF CONTENTS 26 1 Creating a Table of Contents 26 2 Customizing a Table of Contents 26 3 Updating a Table of Contents 26 4 Deleting a Table of Contents CHAPTER 27 CREATING AN INDEX 27 1 Creating an Index 27 2 Customizing an Index 27 3 Updating an Index CHAPTER 28 CITATIONS AND BIBLIOGRAPHY 28 1 Select a Citation Style 28 2 Insert a Citation 28 3 Insert a Citation Placeholder 28 4 Inserting Citations Using the Researcher Pane 28 5 Managing Sources 28 6 Editing Sources 28 7 Creating a Bibliography CHAPTER 29 CAPTIONS 29 1 Inserting Captions 29 2 Inserting a Table of Figures 29 3 Inserting a Cross reference 29 4 Updating a Table of Figures CHAPTER 30 CREATING FORMS 30 1 Displaying the Developer Tab 30 2 Creating a Form 30 3 Inserting Controls 30 4 Repeating Section Content Control 30 5 Adding Instructional Text 30 6 Protecting a Form CHAPTER 31 MAKING MACROS 31 1 Recording Macros 31 2 Running and Deleting Recorded Macros 31 3 Assigning Macros CHAPTER 32 WORD OPTIONS 32 1 Setting Word Options 32 2 Setting Document Properties 32 3 Checking Accessibility CHAPTER 33 DOCUMENT SECURITY 33 1 Applying Password Protection to a Document 33 2 Removing Password Protection from a Document 33 3 Restrict Editing within a Document 33 4 Removing Editing Restrictions from a Document

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Table of Contents Microsoft Word 2013 User Manual

1. Understanding the eBook Microsoft Word 2013 User Manual
 - The Rise of Digital Reading Microsoft Word 2013 User Manual
 - Advantages of eBooks Over Traditional Books
2. Identifying Microsoft Word 2013 User Manual
 - 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 Word 2013 User Manual
 - User-Friendly Interface
4. Exploring eBook Recommendations from Microsoft Word 2013 User Manual
 - Personalized Recommendations
 - Microsoft Word 2013 User Manual User Reviews and Ratings

- Microsoft Word 2013 User Manual and Bestseller Lists
- 5. Accessing Microsoft Word 2013 User Manual Free and Paid eBooks
 - Microsoft Word 2013 User Manual Public Domain eBooks
 - Microsoft Word 2013 User Manual eBook Subscription Services
 - Microsoft Word 2013 User Manual Budget-Friendly Options
- 6. Navigating Microsoft Word 2013 User Manual eBook Formats
 - ePub, PDF, MOBI, and More
 - Microsoft Word 2013 User Manual Compatibility with Devices
 - Microsoft Word 2013 User Manual Enhanced eBook Features
- 7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Microsoft Word 2013 User Manual
 - Highlighting and Note-Taking Microsoft Word 2013 User Manual
 - Interactive Elements Microsoft Word 2013 User Manual
- 8. Staying Engaged with Microsoft Word 2013 User Manual
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Microsoft Word 2013 User Manual
- 9. Balancing eBooks and Physical Books Microsoft Word 2013 User Manual
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Microsoft Word 2013 User Manual
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Microsoft Word 2013 User Manual
 - Setting Reading Goals Microsoft Word 2013 User Manual
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Microsoft Word 2013 User Manual
 - Fact-Checking eBook Content of Microsoft Word 2013 User Manual
 - 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

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transmutation the changing of one chemical element into another transmutation involves a change in the nucleus or core of an atom and is therefore a nuclear reaction transformations may result from nuclear decay of radioactive isotopes or they can result from neutron capture

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in all accelerators the particles move in a vacuum to avoid collisions with gas molecules when neutrons are required for transmutation reactions they are usually obtained from radioactive decay reactions or from various nuclear reactions occurring in nuclear reactors

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nuclear reaction a nuclear reaction is a process in which two nuclei or a nucleus and an external subatomic particle collide to produce one or more new nuclides the nuclear reaction is a reaction that involves nucleoids the reactant nucleoid called the parent nucleoid usually transforms into a different nucleoid called the daughter

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nuclear transmutation is the conversion of one chemical element or an isotope into another chemical element 1 nuclear transmutation occurs in any process where the number of protons or neutrons in the nucleus of an atom is changed a transmutation can be achieved either by nuclear reactions in which an outside particle reacts with a nucleus

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jan 10 2021 write a balanced equation for each of the following nuclear reactions bismuth 212 decays into polonium 212 beryllium 8 and a positron are produced by the decay of an unstable nucleus neptunium 239 forms from the reaction of uranium 238 with a neutron and then spontaneously converts into plutonium 239