

# **How To Add Comments To Documents**

**Greg Harvey** 

#### **How To Add Comments To Documents:**

**Using Microsoft Word 2010, Enhanced Edition** Tim Huddleston, 2011 MS Office 2007 in a Nutshell Saxena Sanjay, MS Office 2007 in a Nutshell teaches the basic operations of Microsoft Office 2007 officially called 2007 Microsoft Office System which is a Windows version of the Microsoft Office System Microsoft Office 2007 contains a number of new features the most notable of which is the entirely new graphical user interface initially referred to as the Ribbon User Interface replacing the menus and toolbars It features a central menu button widely known as the Office Button This book will help the reader in understanding the core Microsoft Office applications in detail such as Microsoft Word Microsoft Excel Microsoft PowerPoint and Microsoft Access It also teaches the reader to create or edit individual items in Microsoft Outlook This book covers the basics of Windows Vista the Internet and viruses All the basic operations of Windows Vista the Internet and MS Office 2007 are explained in a simple manner covering the key functions of each package along with the details of menus commands toolbars and icons **Zoho For Dummies** Steve Holzner, 2009-06-15 A great way to get started on this new FREE Web based productivity and collaboration tool Zoho is a very cool and free alternative to Microsoft Office Known as cloud computing because it s totally Web based Zoho provides 18 different applications to help you write documents create spreadsheets send e mail and much more People love it but what it doesn t offer are extensive help files so that s where this practical book comes in Zoho For Dummies shows you how to use Zoho s most widely used applications including Zoho Writer Zoho Notebook Zoho Show Zoho Sheet Zoho DB Zoho Mail Zoho Planner Zoho CRM and Zoho Projects You ll get thoroughly up to speed on all common tasks and discover enough tips and tricks to get you power using Zoho in no time Zoho is a free Web based alternative to Microsoft Office launched in 2007 it is considered to be cloud computing because it is categorized as Software as a Service SaaS and Web based The book guides you through common tasks and provides tips and tricks to maximize your productivity and minimize hassle Covers Zoho Writer Zoho Notebook Zoho Show Zoho Sheet Zoho DB Zoho Mail Zoho Planner Zoho CRM and Zoho Projects Also provides information about sharing content scheduling and more Get your head in the clouds with this friendly guide to the exciting new Zoho cloud alternative to Microsoft Office

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