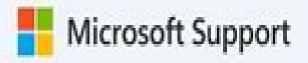
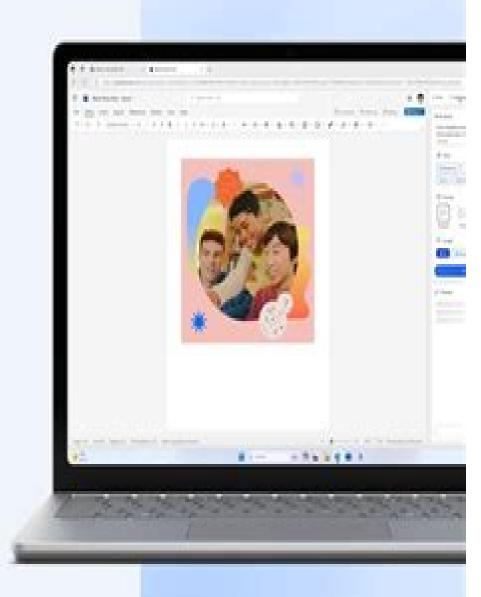
Microsoft Word

How to create a document





How To Create A File From Word 2007

Jianjun Gao

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focuses on features of Word 2007 as well as older features that were once less accessible than they are now This book also makes a point to include examples of practical applications for all the new features Written by Connie Morrison a university instructor of Microsoft applications this book will help you grow into a confident Word 2007 user The book assumes familiarity with Word 2003 or earlier versions so you can work effectively with the material here Overall this book cuts to the chase by skipping over basic or obvious features to get you up and running with Word 2007 in the shortest possible time

Professional Visual Studio 2010 Nick Randolph, David Gardner, Chris Anderson, Michael Minutillo, 2010-07-09 In Professional Visual Studio 2010 developers will find a fast route to IDE programming success The authors zero in on advanced topics and demonstrate the new features of the IDE including code snippets refactoring and patterns Covering the latest NET Framework 4 and Visual Studio 2010 with a unique IDE centric approach the book has been revised to include a discussion of Visual Studio s recent major overhaul The illustrative examples included will help bring both novice and experienced developers up to speed quickly Office 2007: The Missing Manual Chris Grover, Matthew MacDonald, E. A. Vander Veer, 2007-04-27 Quickly learn the most useful features of Microsoft Office 2007 with our easy to read four in one guide This fast paced book gives you the basics of Word Excel PowerPoint and Access so you can start using the new versions of these major Office applications right away Unlike every previous version Office 2007 offers a completely redesigned user interface for each program Microsoft has replaced the familiar menus with a new tabbed toolbar or ribbon and added other features such as live preview that lets you see exactly what each option will look like in the document before you choose it This is good news for longtime users who never knew about some amazing Office features because they were hidden among cluttered and outdated menus Adapting to the new format is going to be a shock especially if you re a longtime user That s where Office 2007 The Missing Manual comes in Rather than present a lot of arcane detail this quick friendly primer teaches you how to work with the most used Office features with four separate sections covering the four programs The book offers a walkthrough of Microsoft's redesigned Office user interface before taking you through the basics of creating text documents spreadsheets presentations and databases with Clear explanations Step by step instructions Lots of illustrations Plenty of friendly advice It's a great way to master all 4 programs without having to stock up on a shelf load of different books This book has everything you need to get you up to speed fast Office 2007 The Missing Manual is truly the book that should have been in the box Federal Register ,2008-03 Electronic Document Preparation and Management for CSEC® Examinations Coursebook with CD-ROM Kyle Skeete, 2011-11-03 This book covers the new EDPM CSEC syllabus to be taught from September 2011 It introduces computing fundamentals electronic communication and keyboarding techniques before teaching the Microsoft Office 2003 2010 skills required by the course Next students are shown several aspects of document preparation complete with sample documents After covering document management and ethics it gives SBA tips and exam papers with answers included on the CD Exercises and summaries are found at the end of each chapter The accompanying

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