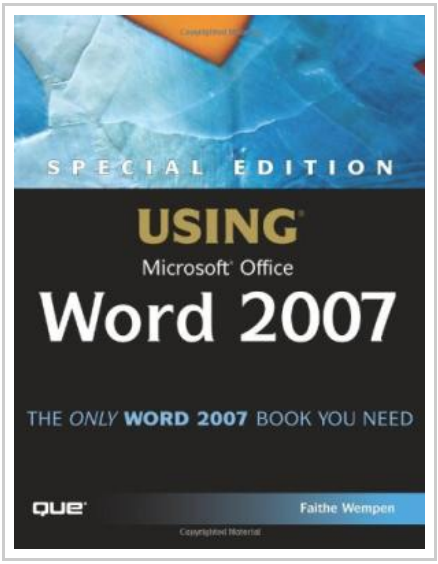


DOWNLOAD

Special Edition Using Microsoft Office Word 2007 (Mixed media product)

By Faithe Wempen

Pearson Education (US), United States, 2007. Mixed media product. Book Condition: New. Special. 231 x 178 mm. Language: English . Brand New Book. THE ONLY WORD 2007 BOOK YOU NEED This book will help you build solid skills to create the documents you need right now, and expert-level guidance for leveraging Word s most advanced features whenever you need them. If you buy only one book on Word 2007, Special Edition Using Microsoft Office Word 2007 is the book you need. * Come up to speed quickly with the new Word 2007 Ribbon interface * Streamline document formatting with styles, templates, and themes * Collaborate with others using comments and tracked changes * Master mail merges, master documents, and other advanced features * Manage large documents with indexes, TOCs, and automatically numbered references * Use fields and forms to collect and manage information * Illustrate key concepts with SmartArt diagrams * Create and apply custom themes that control fonts, color schemes, and effects * Manage academic research citations and generate bibliographies in any popular documentation format On the Web Includes complete instructions and a command reference you can use to customize the Ribbon with RibbonX, even if you have little...

READ ONLINE
[8.72 MB]

Reviews

A really amazing pdf with perfect and lucid reasons. This really is for anyone who statte there was not a worth reading through. Your daily life span is going to be transform when you comprehensive looking at this book.

-- ***Malachi Braun***

It is simple in study easier to comprehend. It is one of the most awesome ebook i have read through. You wont truly feel monotony at at any moment of your respective time (that's what catalogs are for concerning in the event you question me).

-- ***Clint Sporer***