2009Word2007 completely self-study manual (with CD)



Filesize: 9.43 MB

Reviews

A new eBook with a brand new point of view. It really is writter in basic words and not confusing. I discovered this publication from my i and dad recommended this book to find out.

(Miss Annamarie Ebert I)

2009WORD2007 COMPLETELY SELF-STUDY MANUAL (WITH CD)



paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Pages Number: 294 Publisher: Computer News electronic audio-visual Pub. Date :2009-01-01 version 1. This book fully explains the basic functions of Word 2007 and use of skills. The main contents include: Word 2007 Quick Start. Word documents. basic operations. editing Word 2007 documents. format text. set paragraph formatting to optimize the use of styles to format documents. the use of graphics objects. images and text box application. edit the data through the table by chart analysis of data. easily edit long documents. page layout and print the document. document review and protection. as well as Word 2007's advanced applications. This book is rich in content. clear structure. easy to understand. guidance. and has a strong practical. Word 2007 for primary and intermediate users to read. but also as a computer training colleges or teaching book. Contents: Chapter 1 Quick Start 1.1Word 2007 Word 2007 installation and configuration requirements uninstall 1.1.1Word 2007 1.1.2 installed Word 20071.1.3 uninstall Word 20071.2 acquaintance word 20071.2.1 start Word 20071.2.2Word 2007 1.2 user interface .3 exit Word 2007. Word 20071.3 settings to customize the working environment 1.3.1 1.3.2 display the Quick Access Toolbar Development Tools tab to hide or display area 1.3.3 1.3.4 1.3.5 Set the zoom to change the document recent documents custom document number 1.3.6 the default save path of Chapter 2 of the basic operation of the Word document to create a new document 2.1 New Blank Document 2.1.1 2.1.2 2.1.3 creating a document based on existing documents created based on a template New blog Documentation 2.2 Documentation 2.1.4 2.2.1 to save the document to save the new document to save the original document 2.2.2 exit 2.2.3 2.2.4 save as to save...



Read 2009Word2007 completely self-study manual (with CD) Online



Download PDF 2009Word2007 completely self-study manual (with CD)

Related PDFs



Edge] the collection stacks of children's literature: Chunhyang Qiuyun 1.2 --- Children's Literature 2004(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date: 2005 Pages: 815 Publisher: the Chinese teenager Shop Books all book....

Read eBook »



TJ new concept of the Preschool Quality Education Engineering: new happy learning young children (3-5 years old) daily learning book Intermediate (2) (Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date :2005-09-01 Publisher: Chinese children before making Reading: All books are the...

Read eBook »



TJ new concept of the Preschool Quality Education Engineering the daily learning book of: new happy learning young children (2-4 years old) in small classes (3)(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date :2005-09-01 Publisher: Chinese children before making Reading: All books are the...

Read eBook »



JA] early childhood parenting: 1-4 Genuine Special (Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date :2006-01-01 Pages: 179 Publisher: the China Pictorial Our book is all...

Read eBook »



TJ new concept of the Preschool Quality Education Engineering the daily learning book of: new happy learning young children (3-5 years) Intermediate (3)(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date :2005-09-01 Publisher: Chinese children before making Reading: All books are the...

Read eBook »



Under the ninth-grade language - PEP - Online Classroom

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Pages Number: 197 Publisher: Dragon Book Pub. Date: 2009-9-1. Contents: Love in the first

Save Document »



Summer the 25th anniversary of the equation (Keigo Higashino shocking new work! Lies and true Impenetrable (Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date: Unknown in Publisher: Modern Publishing Basic information Original Price: 28.00 yuan

Save Document »



Preschool education research methods(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date :2013-08-01 Language: Chinese Publisher:. Nanjing University Press only genuine new book

Save Document »



Applied Undergraduate Business English family planning materials: business knowledge REVIEW (English) (Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Paperback. Pub Date: 2012 Pages: 240 Language: English Publisher: Foreign Economic and Trade University

Save Document »



The love of Winnie the Pooh Pack (Disney English Home Edition) (Set of 9)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback Pages Number: 1224 Language: English. Disney Home Edition English English enlightenment and good

Save Document »