

Learning Microsoft Word 2007 Student Edition

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we're getting the word out on how to get the most out of word 2007 this up to date guide makes it easy for both beginners and experienced users to master the powerful features and new interface of word 2007 you will learn to create professional looking documents effortlessly practical examples and step by step instructions make even the most complex features simple to grasp while workarounds show you how to circumvent common problems

the inside scoop for when you want more than the official line microsoft office word 2007 may be the top word processor but to use it with confidence you'll need to know its quirks and shortcuts find out what the manual doesn't always tell you in this insider's guide to using word in the real world how do you use the

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ms office 2007 in a nutshell teaches the basic operations of microsoft office 2007

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