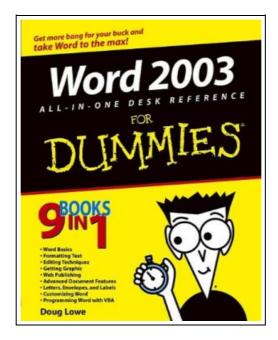
Word 2003 All-in-One Desk Reference for Dummies



Filesize: 6.3 MB

Reviews

Complete information for publication fans. Better then never, though i am quite late in start reading this one. Its been written in an extremely straightforward way in fact it is just soon after i finished reading this ebook in which basically altered me, change the way i believe.

(Ellie Stark)

WORD 2003 ALL-IN-ONE DESK REFERENCE FOR DUMMIES



John Wiley & Sons Inc. Paperback. Book Condition: new. BRAND NEW, Word 2003 All-in-One Desk Reference for Dummies, Doug Lowe, Wouldn't it be a waste to own a Porsche convertible and just drive it to the grocery store at 40 mph? If you have Word 2003, you actually have a high-performance word processing program that can do almost anything you tell it to. "Word 2003 All-in-One Desk Reference For Dummies" helps you put the pedal to the metal and your fingers to the keys and cover a lot of territory fast. It includes information on: the basics, such as editing, saving, and printing documents; time-savers, including creating keyboard shortcuts, using styles, and more; jazzing up your documents with borders, shading, shapes, charts, drawings, and clip art; handy desktop publishing tricks; whipping out letters, envelopes, return-address labels, and more. Written by Doug Lowe, author of more than 30 "For Dummies" books, "Word 2003 All-in-One Desk Reference For Dummies" lets you go as far as you want. You can venture off and explore: creating Web pages with Word, how to host a Web site, and more; using XML (eXtensible Markup Language) to store and exchange information in a standardized way that's accessible universally; outlining, indexing, creating a table of contents, and more; using Word's Master Document to compile long documents such as your future bestseller, your unabridged collection of bad jokes, or whatever; using Word's speech recognition so you can dictate text and issue menu commands by speaking; creating macros with VBA (Visual Basics for Applications). A comprehensive index helps you find the information you want fast. So what are you waiting for? With "Word 2003 All-in-One Desk Reference For Dummies" as your navigator, take Word 2003 out for a spin and see what this baby can do.



Read Word 2003 All-in-One Desk Reference for Dummies Online
Download PDF Word 2003 All-in-One Desk Reference for Dummies

Other eBooks



The Pauper & the Banker/Be Good to Your Enemies

Discovery Publishing Pvt.Ltd. Paperback. Book Condition: new. BRAND NEW, The Pauper & the Banker/Be Good to Your Enemies, Discovery Kidz, This book is part of the Aesops Fables (Fun with 2 Stories) Series, titles in...

Read ePub »



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 ePub »



50 Fill-In Math Word Problems: Algebra: Engaging Story Problems for Students to Read, Fill-In, Solve, and Sharpen Their Math Skills

Scholastic Teaching Resources. Paperback / softback. Book Condition: new. BRAND NEW, 50 Fill-In Math Word Problems: Algebra: Engaging Story Problems for Students to Read, Fill-In, Solve, and Sharpen Their Math Skills, Bob Krech, Joan Novelli,... Read e Pub »



Too Old for Motor Racing: A Short Story in Case I Didnt Live Long Enough to Finish Writing a Longer One Balboa Press. Paperback. Book Condition: New. Paperback. 106 pages. Dimensions: 9.0in. x 6.0in. x 0.3in.We all have dreams of what we want to do and who we want to become. Many of us eventually decide...

Read ePub »



Your Pregnancy for the Father to Be Everything You Need to Know about Pregnancy Childbirth and Getting Ready for Your New Baby by Judith Schuler and Glade B Curtis 2003 Paperback

Book Condition: Brand New. Book Condition: Brand New.

Read ePub