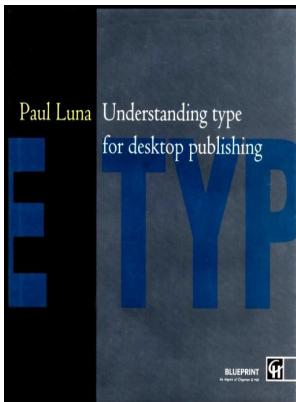


# Understanding desktop publishing

**Sybex - Understanding the two PR arts of Desktop Publishing and Graphic Design**



Description: -

- Churchill, Winston S. -- 1874-1965.

Desktop publishing Understanding desktop publishing

-Understanding desktop publishing

Notes: Includes bibliographical references (p. [263]-265) and index.

This edition was published in 1991



Filesize: 61.19 MB

Tags: #Absolute #Beginner's #Guide #to #Computer #Basics

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Inserting and manipulating Word Art If Word Processing skills have been done already then this should have been covered Insert Shapes Know how to insert shapes and combine them with text boxes to emphasise text.

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You can edit the master document just like you would edit any document in Word.

## Absolute Beginner's Guide to Computer Basics

Allows you to adjust the kerning, or the space between two letters. Simply drag the text box onto the document: Using the Grid and Rulers Now that we have our text boxes on the page, we want to line them up and position them correctly. Don't waste time with special formatting.

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