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Notes: Includes index.

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From starting things up there is a good, better, and best way to formatting your documents, dressing them up, and giving them style,. Then click Insert then Shapes on the Ribbon to select a shape from the Flowchart section.

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Part II: Word Processing Basics. I choose a quick format for the first shapes, drawn the arrow, and am ready to set up more sections. Chapter 27: Working This Out Together.

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You do not need to be graphic design expert to insert professional looking content. The more detail you provide for your issue and question, the easier it will be for other Microsoft Word 2007 owners to properly answer your question.

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