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Microsoft Office OneNote 2003 Step by Step (Mixed media product)

By Peter Weverka

Microsoft Press,U.S., United States, 2004. Mixed media product. Book Condition: New. 234 x 188 mm. Language: English . Brand New Book. Experience learning made easy-and quickly teach yourself how to use OneNote 2003, the Microsoft Office note-taking and management program. With STEP BY STEP, you can take just the lessons you need, or work from cover to cover. Either way, you drive the instruction-building and practicing the skills you need, just when you need them! * Type or draw your notes, or use a Tablet PC to hand-write them * Set up an electronic notebook that s as easy and personal as paper * Use meeting or class notes to collaborate and work more efficiently * Combine your notes, HTML documents, and files from other Microsoft Office programs-all in one spot * Find easy ways to search and organize notes and prioritize tasks * Share your notes with others-even if they don t have Microsoft Office Your Microsoft Office System Reference Pack-two CDs!-includes: * Twenty-five templates plus clip art straight from the Microsoft Office team * Seventeen templates for personalizing your OneNote notebook * Microsoft Office System Quick Reference eBook * Insider s Guide to Microsoft Office OneNote 2003 eBook...



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