



Word 2010

By Pamphlet Master

Speedy Publishing LLC, United States, 2014. Paperback. Book Condition: New. 279 x 216 mm. Language: English . Brand New Book ***** Print on Demand *****.Word 2010 is a step-by-step instructions created by Pamphlet Master as a complete guide on how to use Words 2010. This pamphlet will serve as your reference guide or training handout for all Words 2010 users. Topics covered in the pamphlet are: - Features of the Microsoft Word Ribbon - Adding, Formatting, and Removing Page Numbers - Adding and Removing Line Numbers - Using the Spelling and Grammar Check - Creating and Inserting Screenshots - Editing Margins - Turning off the AutoFormat - Using, Formatting, and Removing Styles - Adding and Deleting Watermarks - Using the AutoSave - Adding and Deleting a Cover Page - Inserting and Deleting Tables - Inserting, Editing, and Deleting Charts.



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