



Microsoft Office Word 2007 for Medical Professionals (Available Titles Skills Assessment Manager (SAM) - Office 2007)

By Duffy, Jennifer; Cram, Carol M.

Cengage Learning, 2007. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service!

Summary: Unit A: Getting Started with Word 2007 Unit B: Editing Documents Unit C: Formatting Text and Paragraphs Unit D: Creating and Formatting Tables Unit E: Formatting Documents Unit F: Merging Word Documents Unit G: Working with Styles and Templates Unit H: Developing Multipage Documents Unit I: Building Forms Appendix 1: Illustrating Documents with Graphics Appendix 2: Collaborating on Documents.



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