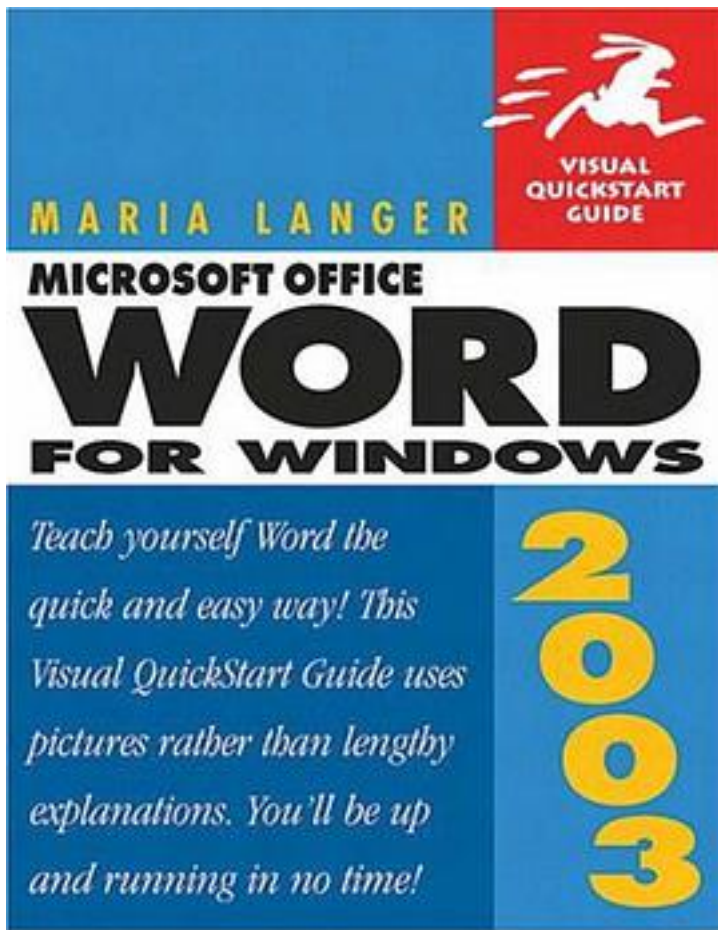


Word X for Windows



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出版者:Addison-Wesley

出版时间:2003-9

装帧:Pap

isbn:9780321193940

Microsoft Word, the word processor of choice for Windows, has long been the most versatile, powerful word processor available for both home users and serious business workers. Those who appreciate its speed, flexibility, and ease of use have reason to

celebrate the release of the new version, which is sure to boast even more time-saving features. Scheduled to be released in mid-2003, "Office 11" the codename for the next version of Microsoft Office, which includes Microsoft Word, will make connecting and using data simpler through its broad support for standards-based XML. The new version will also feature advanced collaboration tools through tighter integration with SharePoint Team Services, a solution that enables groups to collaborate, share documents, and communicate with one another via the Web. Word X for Windows: Visual QuickStart Guide is fully updated to bring beginning to intermediate readers up-to-speed on all of the latest version's new features. Using concise step-by-step how-tos and numerous illustrations, the book covers everything from word processing basics and formatting fundamentals to desktop Web publishing techniques and everything in between. Anyone who uses Word at home or for a living will find this new Visual QuickStart Guide from veteran author Maria Langer a must-have reference.

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