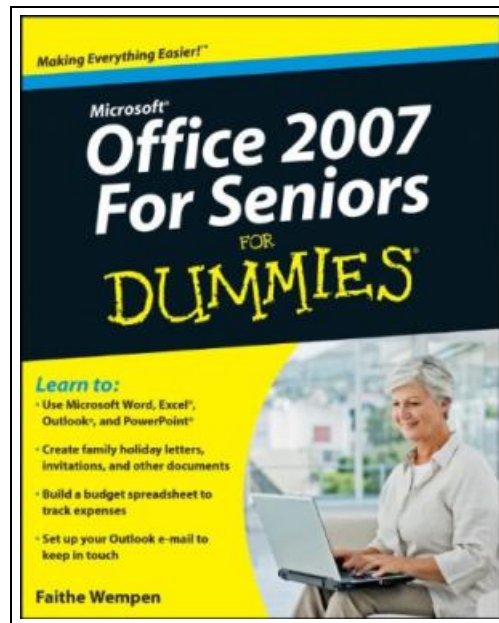


## Microsoft Office 2007 for Seniors For Dummies (Paperback)



Filesize: 8.46 MB

### **Reviews**

*This composed pdf is excellent. We have go through and that i am certain that i am going to likely to read again once more down the road. I am just happy to explain how this is basically the very best publication i have go through within my own daily life and can be he best publication for actually.*

**(Anika Kertzmann)**

## MICROSOFT OFFICE 2007 FOR SENIORS FOR DUMMIES (PAPERBACK)



To read **Microsoft Office 2007 for Seniors For Dummies (Paperback)** PDF, remember to refer to the hyperlink below and download the ebook or gain access to other information that are have conjunction with MICROSOFT OFFICE 2007 FOR SENIORS FOR DUMMIES (PAPERBACK) book.

John Wiley and Sons Ltd, United Kingdom, 2009. Paperback. Condition: New. 1. Auflage. Language: English . Brand New Book. Seniors who are new to computers can learn Office applications quickly and easily If you re over 50 and new to computers, everything about them can seem intimidating. The most common applications you ll want to use are part of the Microsoft Office suite - Word, Excel, PowerPoint, and Outlook. Microsoft Office 2007 For Seniors For Dummies shows you how to use each one in a straightforward, fun manner that takes all the apprehension away. This plain-English guide shows you just what you need to know to write letters with Word, keep a budget with an Excel spreadsheet, create fun slideshows with PowerPoint, and set up an e-mail account using Outlook. Microsoft Office 2007 For Seniors For Dummies doesn t assume you were born knowing how to use a computer; it starts at the beginning and makes learning easy and quick. Each chapter lists the tasks covered, with page references to help you locate what you need Shows how to start each application and navigate the elements on the screen Covers how to create documents in Word and provides templates for letters and faxes Explains how to create spreadsheets and includes a grid for budgeting Guides you through creating a PowerPoint presentation Demonstrates how to set up an e-mail account with Outlook and communicate with others Microsoft Office 2007 For Seniors For Dummies will have you using basic Office applications in no time, and boost your confidence too.



[Read Microsoft Office 2007 for Seniors For Dummies \(Paperback\) Online](#)



[Download PDF Microsoft Office 2007 for Seniors For Dummies \(Paperback\)](#)

## Relevant Books

**[PDF] The Wolf Who Wanted to Change His Color My Little Picture Book**

Click the hyperlink listed below to download "The Wolf Who Wanted to Change His Color My Little Picture Book" document.

[Read Document »](#)

**[PDF] Boost Your Child s Creativity: Teach Yourself 2010**

Click the hyperlink listed below to download "Boost Your Child s Creativity: Teach Yourself 2010" document.

[Read Document »](#)

**[PDF] Grandpa Spanielson's Chicken Pox Stories: Story #1: The Octopus (I Can Read Book 2)**

Click the hyperlink listed below to download "Grandpa Spanielson's Chicken Pox Stories: Story #1: The Octopus (I Can Read Book 2)" document.

[Read Document »](#)

**[PDF] Alfred s Kid s Guitar Course 1: The Easiest Guitar Method Ever!, Book, DVD Online Audio, Video Software**

Click the hyperlink listed below to download "Alfred s Kid s Guitar Course 1: The Easiest Guitar Method Ever!, Book, DVD Online Audio, Video Software" document.

[Read Document »](#)

**[PDF] ASPCA Kids: Pet Rescue Club: No Time for Hallie**

Click the hyperlink listed below to download "ASPCA Kids: Pet Rescue Club: No Time for Hallie" document.

[Read Document »](#)

**[PDF] Millionaire Mumpreneurs: How Successful Mums Made a Million Online and How You Can Do it Too!**

Click the hyperlink listed below to download "Millionaire Mumpreneurs: How Successful Mums Made a Million Online and How You Can Do it Too!" document.

[Read Document »](#)