



# How to Do Everything with Microsoft Office Word 2007

*Guy Hart-Davis*

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**We're getting the word out on how to get the most out of Word 2007**

This up-to-date guide makes it easy for both beginners and experienced users to master the powerful features and new interface of Word 2007. You will learn to create professional-looking documents effortlessly. Practical examples and step-by-step instructions make even the most complex features simple to grasp, while workarounds show you how to circumvent common problems.

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