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effects, such as shadows and 3D effects,

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existed in a rudimentary form in earlier versions of PowerPoint, the ...

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Definition and Calculation 32 1.2.6
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Appendix B. Customizing PowerPoint
Although PowerPoint works great right
out of the box, it can work even better for
you with a few tweaks. In this appendix
you will learn ... - Selection from
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B. Customizing PowerPoint - PowerPoint® 2007 Bible [Book]

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software, describing the new user interface and explaining how to combine text, animation, video, photographs, sound effects, narration, and other features into a professional-looking presentation.

Market_Desc: Business users, sales, marketing and PR professionals,

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information driving the sales of books like Beyond Bullet Points and Cognitive Style of PowerPoint. The author Faithe Wempen is an experienced PowerPoint author and educator, teaching PowerPoint to university business students. Her PowerPoint 2003 Bible (ISBN: 0764539728) has been a solid seller for

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more than 2 years, especially in the training and education markets. This Bible will feature an improved visual design, with more emphasis on readability through improved fonts and spacing About The Book: It's no longer enough to have slide after slide of text, bullets, and charts. It's not even enough to have good speaking

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to make good presentations. The need for both types of information is evident from the success of focused technical books like the Step-by-Step but also the books that teach the softskills such as Cognitive Style of PowerPoint and Beyond Bullet Points. The PowerPoint 2007 Bible will be the first book to successfully combine both the

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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

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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

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- Entering and editing data *
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- Creating simple or summary queries *
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Helpful sidebars offer practical tips and tricks *

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