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**Edward Willett, Allen Wyatt, Bill
Rodgers**



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Word Hacks Andrew Savikas, 2004-11-22 As one of the applications in Microsoft Office Word is the dominant word processing program for both Windows and Mac users Millions of people around the globe use it But many if not most of them barely skim the surface of what is possible with Microsoft Word Seduced by the application s supposed simplicity they settle for just what s obvious even if it doesn t satisfy their wants and needs They may curse the wretched Bullets and Numbering buttons multiple times a day or take hours to change the font size of every heading in a lengthy report yet they re reluctant to dig deeper to take advantage of Word s immense capabilities and limitless customization tools Let *Word Hacks* be your shovel Let it carve your way into Word and make this most popular and powerful application do precisely what you want it to do Filled with insider tips tools tricks and hacks this book will turn you into the power user you always wanted to be Far beyond a tutorial *Word Hacks* assumes you have a solid working knowledge of the application and focuses on showing you exactly how to accomplish your pressing tasks address your frequent annoyances and solve even your most complex problems Author Andrew Savikas examines Word s advanced and often hidden features and delivers clever time saving hacks on taming document bloat customization complex search and replace Tables of Contents and indexes importing and exporting files tables and comments and even using Google as a dictionary With him as your guide you ll soon be understanding and hacking Word in ways you never thought possible Covering Word 2000 2002 and Word 2003 *Word Hacks* exposes the inner workings of Word and releases your inner hacker with it you will be equipped to take advantage of the application s staggering array of advanced features that were once found only in page layout programs and graphics software and turning Word into your personal productivity powerhouse **Microsoft® Office 2003 Bible** Edward Willett, Allen Wyatt, Bill Rodgers, 2003-11-24 Targets how to effectively and efficiently use data text and graphics from one Office application in another Office application Features less emphasis on macros and programming and more focus on enhancements Improved content and topical selection compared to previous editions **Word 2007** Chris Grover, 2007 Word basics for simple documents Creating longer and more complex documents Sharing documents and collaborating with other people Customizing Word with macros and other tools Word help and beyond **Word 2013 Absolute Beginner's Guide** Sherry Kinkoph Gunter, 2013-03-18 Make the most of Word 2013 without becoming a technical expert Word 2013 Absolute Beginner s Guide is the fastest way to get comfortable and productive with the newest version of Word use its powerful new tools and extend it to the web and the latest mobile devices Whether you re new to Word or you re one of the millions who ve used previous versions this practical approachable book will show you how to do exactly what you want one incredibly clear and easy step at a time World renowned Word tutorial author Sherry Kinkoph Gunter reveals Word 2013 s power helps you quickly master and customize its updated interface and covers everything you need to know to create edit format build review and share documents You ll find easy practical coverage of new Word features and techniques including

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Pro Git Scott Chacon, 2009-10-06 Git is the version control system developed by Linus Torvalds for Linux kernel development It took the open source world by storm since its inception in 2005 and is used by small development shops and giants like Google Red Hat and IBM and of course many open source projects A book by Git experts to turn you into a Git expert Introduces the world of distributed version control Shows how to build a Git development workflow

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