

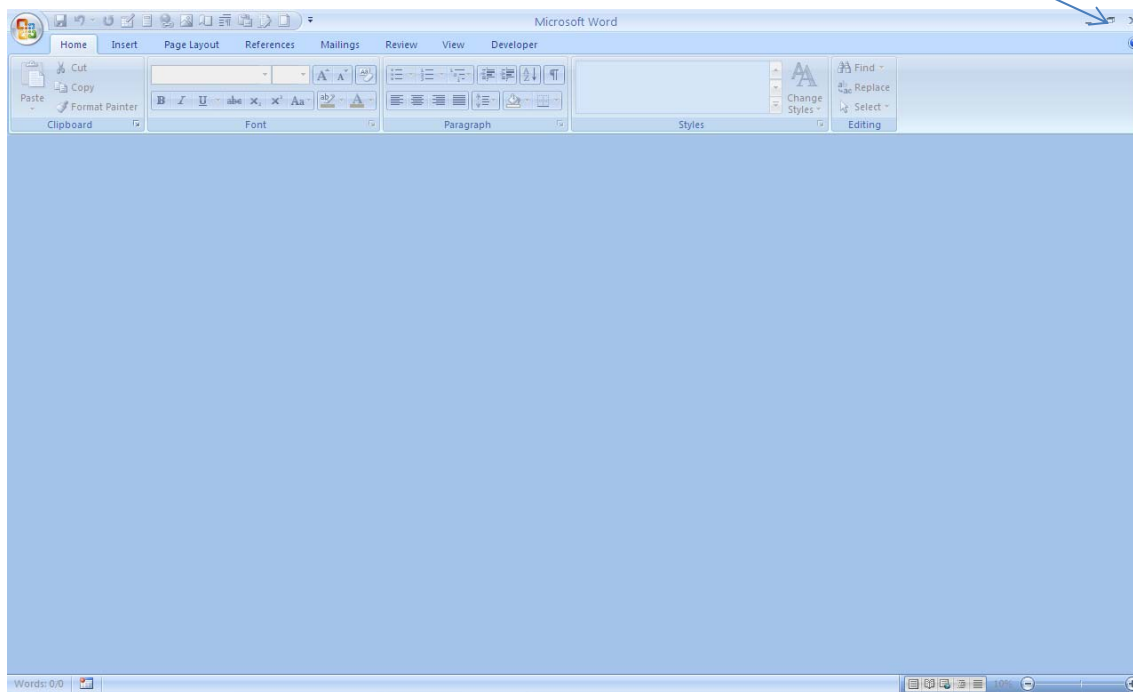
MS Word Help Feature

Using the Help feature can ease the transition from Word 2003 to Word 2007. You can identify the Help by the Help icon.

MICROSOFT WORD 2007 BASICS TIP SHEET



Presented by: Theresa Twaddle, Business Teacher
Illini West High School District #307
Carthage, IL



Another helpful feature offered online is the Quick Reference Guide that can be found at: <http://office.microsoft.com/en-us/word/HA100744321033.aspx>

This guide is a useful interactive tool to view procedures on how things are to be done in Office 2007 as compared to 2003.