1.

Record Nr.	UNINA9910777031703321
Autore	McCarter Jim
Titolo	Microsoft Publisher 2007 for dummies [[electronic resource] /] / by Jim McCarter and Jacqui Salerno Mabin
Pubbl/distr/stampa	Hoboken, : Wiley, 2007
ISBN	1-118-05208-0
	0-470-27378-X
Edizione	[1st ed.]
Descrizione fisica	1 online resource (386 p.)
Collana	For Dummies
Altri autori (Persone)	MabinJacqui Salerno
Disciplina	686.2/2544536
	686.22544536
Soggetti	Desktop publishing
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Includes index.
Nota di contenuto	Micrsoft Office Publisher 2007 FOR Dummies; Table of Contents; Introduction; Part I Getting Acquainted with Publisher 2007; Chapter 1 Own the Printing Press; When Should You Use Microsoft Publisher 2007?; How Desktop Publishing Works; The Design Process; Getting Out of the Gate with Publisher; Chapter 2 Success by Design; Know Your Audience; Where Others Have Gone Before; The Keys to Design Success; Desktop Style Resources; Everything Costs Money; Chapter 3 Basic Training; Launch Time; What's All This on the Screen?; Options and More Options; Help Yourself; Things You Can Do with Files
	Shut Down without Crash-LandingPart II Mark This Page; Chapter 4 Working with Pages; In the Beginning: The Page; Changing What You See On-Screen; Lining Things Up; Using Virtual Rulers; Creating Master Pages; Adding and Deleting Pages; Modifying the Page Layout; Chapter 5 Objects and Frames; Being Framed Is a Good Thing; Adding In Your Business Info; Drawing Isn't Just for Preschoolers; Wrapping Text around Objects; Grouping Objects; Part III 10,000 Words, One Maniac; Chapter 6 Getting the Word; Getting Into the Details of Text Boxes; Let Me Tell You a Story
	Aligning Your Text with Table FramesChapter 7 Editors Are Bought, Not Born; Tricks of the Editing Meisters; Tools of the Editing Meisters; Text Formatting; Chapter 8 Vintage Type: The Corkscrew, Please; About Type and Fonts; Typography 101; WordArt; Other Special Text Effects;

Sommario/riassunto	This is supposed to be the age of instant and constant communication, right? And if you have a business, belong to an organization, or have a cause you want to promote, a great-looking flyer or brochure can say a lot. If you have Microsoft Office Professional, Small Business, or Ultimate on your PC, you already have a great communication tool hidden inside-Publisher 2007. Use it to promote your organization with newsletters, cards, and brochures. This book gets you started with Publisher basics so you can start communicating with your public. Chances are you're not planning to become a Pub