

Concluding Remarks

When you have read this book and completed all the exercises, you will already be a capable user of Word 2007. I have not taught you everything about Word since it is not necessary to know everything use the program. I have kept to the things that my many years of experience with Word have taught me are the most essential. As I mentioned in the beginning, Word is a rather large and complicated program which can do so many things that it easily becomes confusing.

But I hope that by reading this book you have found your way through the wilderness of more or less useful buttons and functions, so you can work effectively.

Have fun with Word 2007.