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faster. Page 36: Resources

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Run, type installer, and then click OK to open %windir%\Installer folder. On the View menu, click Details. (In Windows Vista, press the ALT key to display the menu bar).

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Page 44 Test 2, question 2

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To use a keyboard shortcut to select a tab on the Ribbon, you first press which key on the keyboard? (Pick one answer.) 1. ALT. 2. SHIFT. 3. CTRL. Get up to speed with the 2007 Office system... Page 45 Test 2, question 2: Answer ALT. This will display badges showing which key you press to access each tab. Get up to speed with the 2007 Office system...

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1. Click the Start button - the Start menu appears 2.

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Point to the entry for All Programs 3. Click on the entry for Microsoft Office - Word 2007 The Microsoft Word program will load, and a blank document will appear on your screen. When you need help

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