



## new Word 2007 document of modern business process from entry to master: Perfect Premium Edition

By WANG GONG MIN

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Pages Number: 10394 Publisher: Beijing Publishing House Kehai e Pub. Date :2009-10. The book is divided into 15 chapters. by production company statement. the company lost property notices. corporate invitations. market survey. company letterhead. company calendar. company organization chart. company greeting cards. employee records sheets. product price comparison chart. product purchase and sales contracts. personnel department monthly report. mortgage books. staff rules. the file management system. product promotion referral. the articles of incorporation. business policy objective management system. sales management system. summing up the work. personnel management rules. financial summary of the work. corporate joint documents. corporate stationery. work permits and wage reports and other typical examples. detailed Word2007 basis knowledge. environment and basic operation of the window. the basic document editing. document formatting pages. graphics and artistic use of the word. the use of tables. bullets and numbering to use. use styles and templates. directory usage. document printing. editing long documents. mail and document security. annotations and amendments to the use of macros and the use of domain knowledge and other important points. Contents: chapter01word2007 1.1 understand the...



**READ ONLINE**  
[ 8.25 MB ]

### Reviews

*These kinds of ebook is the ideal book readily available. Better then never, though i am quite late in start reading this one. You may like the way the blogger publish this ebook.*

-- Miss Pat O'Keefe Sr.

*Comprehensive manual for publication lovers. We have read through and so i am confident that i am going to going to read yet again once more down the road. I am easily could get a enjoyment of looking at a created pdf.*

-- Guy Ruecker

## Other Kindle Books



**[Minecraft Diary: Minecraft Zombie World Book 1. Better of Dead \(an Unofficial Minecraft Book\): \(Minecraft Books, Minecraft Diaries, Zombie Minecraft, Minecraft Comics, Minecraft Adventures\)](#)**

Createspace, United States, 2015. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book \*\*\*\*\* Print on Demand \*\*\*\*\*.Minecraft Diary Minecraft Zombie World Book 1. Better of Dead The dead came back to life and ate everyone.Except for...



**[Games with Books : 28 of the Best Childrens Books and How to Use Them to Help Your Child Learn - From Preschool to Third Grade](#)**

Book Condition: Brand New. Book Condition: Brand New.



**[Games with Books : Twenty-Eight of the Best Childrens Books and How to Use Them to Help Your Child Learn - from Preschool to Third Grade](#)**

Book Condition: Brand New. Book Condition: Brand New.



**[JA\] early childhood parenting :1-4 Genuine Special\(Chinese Edition\)](#)**

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Paperback. Pub Date :2006-01-01 Pages: 179 Publisher: the China Pictorial Our book is all new book of genuine special spot any...



**[The Healthy Lunchbox How to Plan Prepare and Pack Stress Free Meals Kids Will Love by American Diabetes Association Staff Marie McLendon and Cristy Shauck 2005 Paperback](#)**

Book Condition: Brand New. Book Condition: Brand New.



**[Some of My Best Friends Are Books : Guiding Gifted Readers from Preschool to High School](#)**

Book Condition: Brand New. Book Condition: Brand New.