



Duration: 1 day

Outcome: This course is designed for people who need to know how to create a range of business-based documents including brochures, fliers, newsletters and labels.

Content:

- Publisher 2007 Orientation
- Publisher Essentials
- Objects And Frames
- Text
- Text Techniques
- Text Styles
- Tabs And Lists
- Tables
- Mail Merge
- Drawing
- WordArt
- Stationery And Orientation
- Layout And Page Techniques