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For use in the Office Applications course. This book is also suitable for students and individuals seeking an introduction to Microsoft Word 2013. The primary goal of the GO! Series, aside from teaching computer applications, is ease of implementation, with an approach that is based on clearly defined projects. Teaching and Learning Experience

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Course Summary. MyITLab for Office 2013 provides both skill-based training and assessment for the learner using the latest in cloud-based simulation technology, as well as auto-graded, "Live-In-The-Microsoft-Office-Application" Grader projects.

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The "MyITLab Microsoft Word 2013 Introductory" badge is issued to learners

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who successfully master introductory word processing skills using Microsoft Word 2013.

Microsoft Word 2013 Introductory - Acclaim

Overview Provides thorough training of Microsoft Word 2013. This text covers introductory and intermediate skills, and is ideal for the beginning or mid-beginning user Word user.

Microsoft Word 2013: Introductory Skills | Beginner Textbook

Introduction to Microsoft Word is a two (2) to four (4) hour course designed to familiarize you with the terminology, screen components and the most commonly used functions offered by Microsoft Word. Emphasis will be placed on proper document formatting techniques and file naming and file management conventions.

4.0.1 Introduction to Microsoft Word Student Manual

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