# **Microsoft Publisher Training Manual**

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#### **Microsoft Publisher Tutorial for Beginners**

Microsoft Publisher. Class learning objectives. By the end of class students should be able to perform the following tasks: 1. Publisher

Basics • Useful Definitions • Open Publisher • Create New Publications 2. Projects: • Create a Calendar 3. Save Your Publication 4. Print Your Publication 5. Create Other Publications (if time allows)

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#### **Microsoft Publisher Training Manual**

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#### **How to Create Manuals With MS Publisher | Bizfluent**

The most up-to-date version of Microsoft Publisher is always available with a Microsoft 365 subscription. Publisher 2019 is the latest classic

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Note: This is the black & white version of the instructor guide designed for instructor-led classroom training and can be used with our companion student training manuals for Microsoft Publisher 365: Overview. For the black and white instructor guide, search for ISBN-13: 9781702160322 For the color instructor guide, search for ISBN-13: 9781702163743 For the color student manual, search for ISBN-13: 9781702157414 For information regarding unlimited printing with the ability to customize our courseware, please visit our website: www.ezref.com Topics covered in Microsoft Publisher 365 - Overview (6-8 hours) MS Publisher Basics (Screen, Menu) Quick Access Toolbar, Ribbons & ToolTips Using Help Creating a New Publication

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