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Unit 5 Word Processing - Using MS Word - GWDG Template, Normal.dot. The Basic Document Defaults Are: Page Size: Letter (8.5"x 11") Orientation: Portrait Margins Top: 1.0" Bottom: 1.0" Left: 1.25" Right: 1.25" Header: 0.5" Footer: 0.5" Font: Times New Roman Point Size: 10 Pt (or 12 Pt) Alignment: Left Justified, No Indention, Single Space 1th, 2024 Handbook - Word Processing - Microsoft Word 2010 BASIC TASKS WITH WORD PROCESSING SOFTWARE: You Can Use One Of The Bulleted Options To Complete The Following Tasks Within Microsoft Word: Run An Application: On The Start Menu Click All Programs And From The Microsoft Office Folder Select Microsoft Word 2010 Use The Sea 1th, 2024 An Introduction To Word Processing Using Microsoft Word ... A Brief History Of Word Processing (Through 1986) / By ... Microsoft Word Is An Application Software Developed By Microsoft Inc. Microsoft Is An American Multinational Technology Company. It Is Word Processing Software. Microsoft Word Is Used To Create, Edit, Print, And Share Professional- 1th, 2024.

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