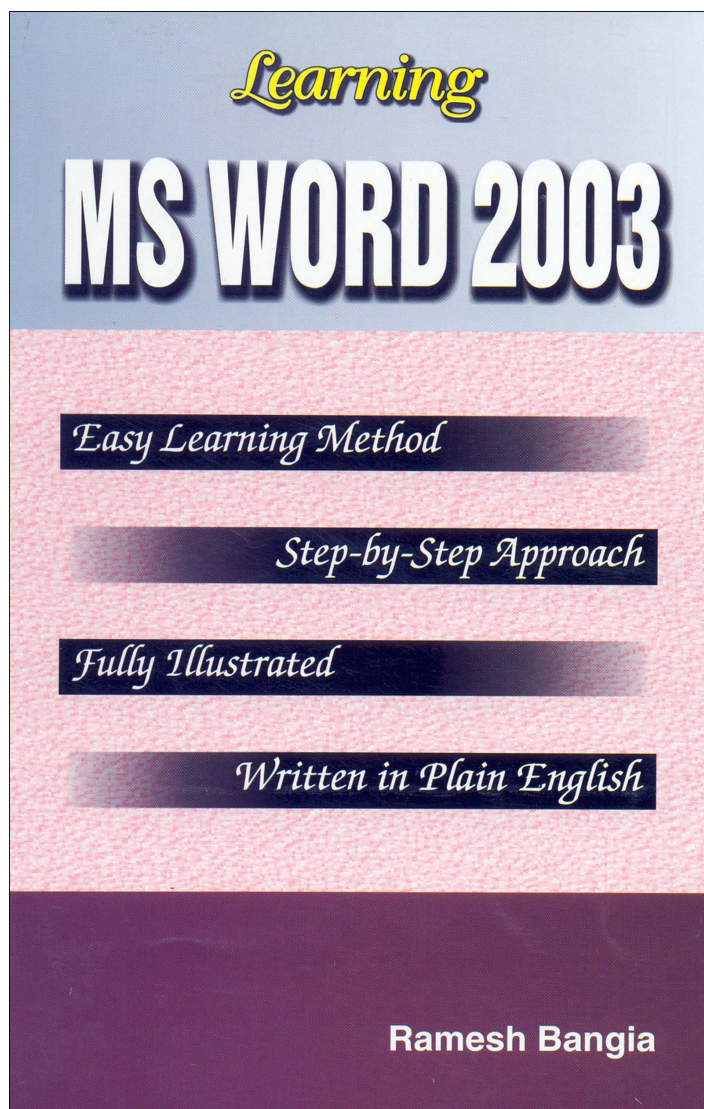




## Learning MS Word 2003

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|-------------------------|----------------------------------------------------------------------------|
| <b>Author :</b>         | Ramesh Bangia                                                              |
| <b>ISBN 13 :</b>        | 978-81-87325-43-7                                                          |
| <b>ISBN 10 :</b>        | 81-87325-43-7                                                              |
| <b>E-ISBN 13 :</b>      | 978-81-87325-43-7                                                          |
| <b>Edition :</b>        | 1                                                                          |
| <b>Pages :</b>          | 192                                                                        |
| <b>Type of book :</b>   | Paperback                                                                  |
| <b>Weight (g) :</b>     | 100.00                                                                     |
| <b>Year :</b>           | 2010                                                                       |
| <b>Language :</b>       | English                                                                    |
| <b>Publisher :</b>      | Khanna Publishing House                                                    |
| <b>M.R.P :</b>          | Rs 225.00                                                                  |
| <b>Categories :</b>     | <a href="#">Learning Series</a> , <a href="#">Computer Books - English</a> |
| <b>Condition Type :</b> | New                                                                        |
| <b>Country Origin :</b> | India                                                                      |

### Product Description

Learning MS Excel 2003

### Table of Contents

**Chapter 1:** Introduction to Word 2003. **Chapter 2:** Customizing Word 2003. **Chapter 3:** Creating Documents using Wizards. **Chapter 4:** Creating Your Documents. **Chapter 5:** Proofing Your Documents. **Chapter 6:** Working with Longer Documents. **Chapter 7:** Working with Tables. **Chapter 8:** Handwriting and Speech. **Chapter 9:** Keyboard Shortcuts. **Chapter 10:** Questions.



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4C/4344, Ansari Road, Daryaganj, New Delhi-110002

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**Ramesh Bangia** For the last fifteen years, Ramesh Bangia, has been writing computer books on various topics. He has written books for Schools. Training Institutes, Technical Universities, Distance Education Programs, Colleges and General. His tally of books exceeds 500 in number. Trained both in India and Abroad and having studied at IIT Delhi, he becomes automatic choice for most of the publishers in India. Though based in Delhi, his books are popular all over India and are even exported to Middle East and African countries.

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