

Microsoft Publisher 2013

Microsoft Publisher is a desktop publishing software application capable of producing greeting cards, certificates, newsletters, and other printed publications. Publisher integrates mail merge features, when you need to send publications to a list of customers, and makes it easy to create and edit publications.

- Perform basic tasks in the Microsoft Publisher interface
- Add content in a publication
- Format text in a publication
- Edit the contents of a publication
- Add and format graphics
- Print and share a publication

Prerequisites: Prior experience with Microsoft Windows

*Cost: \$179.00 per person (7 hour class)
Textbook included*

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