



Eat the Elephant

'Helping people achieve the objective'

Essential Management Development skills

Microsoft Publisher - Introductory

Who is it for ?

For users who have no prior knowledge of Microsoft Publisher application

What is it about and what will it do ?

Develop skills in Microsoft Publisher application

Typical Objectives

Development of basic, intermediate skilling / knowledge relative to Microsoft Publisher application

Indicative Outline Content

- Introduction
- Using text boxes
- Working with objects
- Publication set up
- Using design effects
- Printing publications
- Using templates and wizards

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