



Microsoft Word 2007: In Academic Writing

John Monyjok Maluth

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Microsoft Word is simply a word processing program. We use it for creating documents such as reports and other types of documents. You need word to type your assignments. I used word for writing this very book you are now reading and many other books I wrote. The main reason for me to compile this guide is to help you use this program easily. You need to know the main features of the program, but you will only learn through practice. Bear in mind that, as technology grows, things begin to change. In this book, we will use Microsoft Office Word 2007.

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