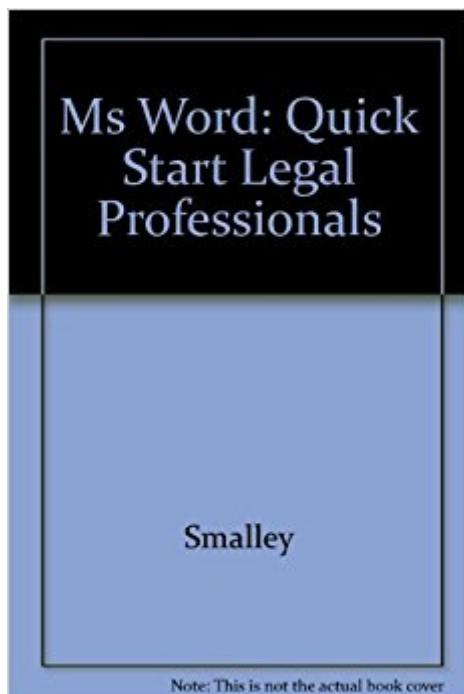


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Microsoft Word: Quick Start For Legal Professionals



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Key Benefit: Using a finely-focused and light-hearted approach ; and practical hands-on exercises ; this book/tutorial teaches legal professionals (e.g., attorneys, paralegals, and legal secretaries) the essential parts of Word 6.0 they need to know to get their job done efficiently and accurately. **Key Topics:** Teaches legal students proper word-processing techniques as used specifically in the legal environment not just generic word-processing. Focuses on Word 6.0. It features big type and lots of illustrations throughout.

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