

Microsoft ®

# Publisher 2007

## Course Outline

Advanced Level

*2 Day Course*

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- Modifying newsletters
- Creating and modifying websites
- Working with form pages
- Creating hyperlinks and modifying hyperlinks
- Working with hot spots
- Converting to HTML
- Understanding FTP and publishing websites
- Merging data sources with publications
- Sorting and filtering
- Completing and cancelling a merge
- Importing from other applications