

## Word Processing: Microsoft Word for Windows - BU214

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**Section:** BU214 816232S Online

**Section Type:** Lecture

**Credit Hours:** 3.00

**Course Description:** Word processing on the microcomputer using Microsoft Word software.

**Section Notes:** The PC version of Word is required. The Mac version will not work for this course

**WHEN**

Days: Arranged

Times: Arranged

Start Date: 01/16/2024

End Date: 05/02/2024

**WHERE**

Online

**INSTRUCTOR**

PATTY KOLARIK

**BOOKS**

Title: BENCHMARK SERIES MICROSOFT WORD 365 LEVE

Author: RUTKOSKY

Required: Yes