

## 图书基本信息

书名：《高级Microsoft Office文件创建秘籍》

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## 内容概要

### 在线阅读本书

Dig deep into Microsoft Office Word 2007, Excel2007, and PowerPoint 2007and create robust documents that deliver results. This book is packed with advanced timesaving tips and troubleshooting methods to help you learn the smartest, simplest ways to create powerful documents. Discover how the experts approach document productionand reach new levels of mastery! Exploit the power of tables, Themes, and templates Produce professional-quality graphics using new SmartArt diagrams, custom shapes, and other drawing tools Customize and reuse content with Building Blocks and Content Controls Learn advanced techniques for managing slide masters and custom layouts for effective presentations Design PivotTables for more powerful data analysis and reporting Build sophisticated Excel 2007 chart types and customize chart elements Use Microsoft Visual Basic for Applications (VBA) to automate document production and customize templates Customize the Office Fluent Ribbon and troubleshoot your documents with Office Open XML CD includes: Fully searchable eBook Sample documents and templates VBA and Office Open XML code samples Author webcastssee advanced techniques in action Tool for binding custom XML to content controls in Word 2007 Files for customizing the Fluent Ribbon Links to articles blogs, and developer learning resources Windows Vista Product Guide eReference and other eBooks

## 作者简介

Stephanie Krieger is a Microsoft MVP and the author of the book *Microsoft Office Document Designer: Your Easy-to-Use Toolkit and Complete How-To Source for Professional-Quality Documents*. She has helped many global companies develop enterprise solutions for Office and taught numerous professionals and professional software trainers how to build great documents easily by understanding the way that Office programs "think." Stephanie writes regularly for several pages across the Microsoft Web site and frequently delivers Office webcasts.

# 《高级Microsoft Office文》

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