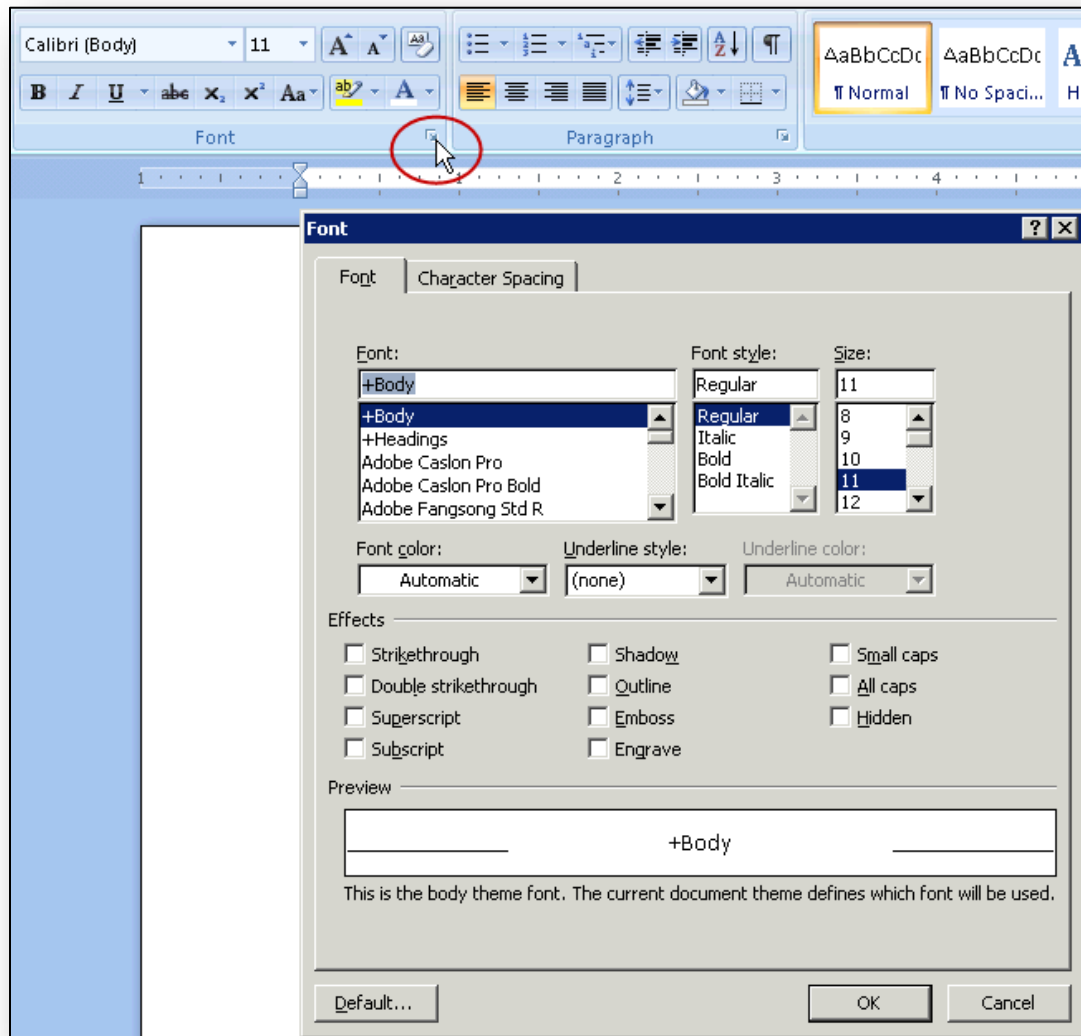
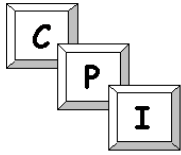


Microsoft Office 2007 Tip of the Week February 7 Instructions

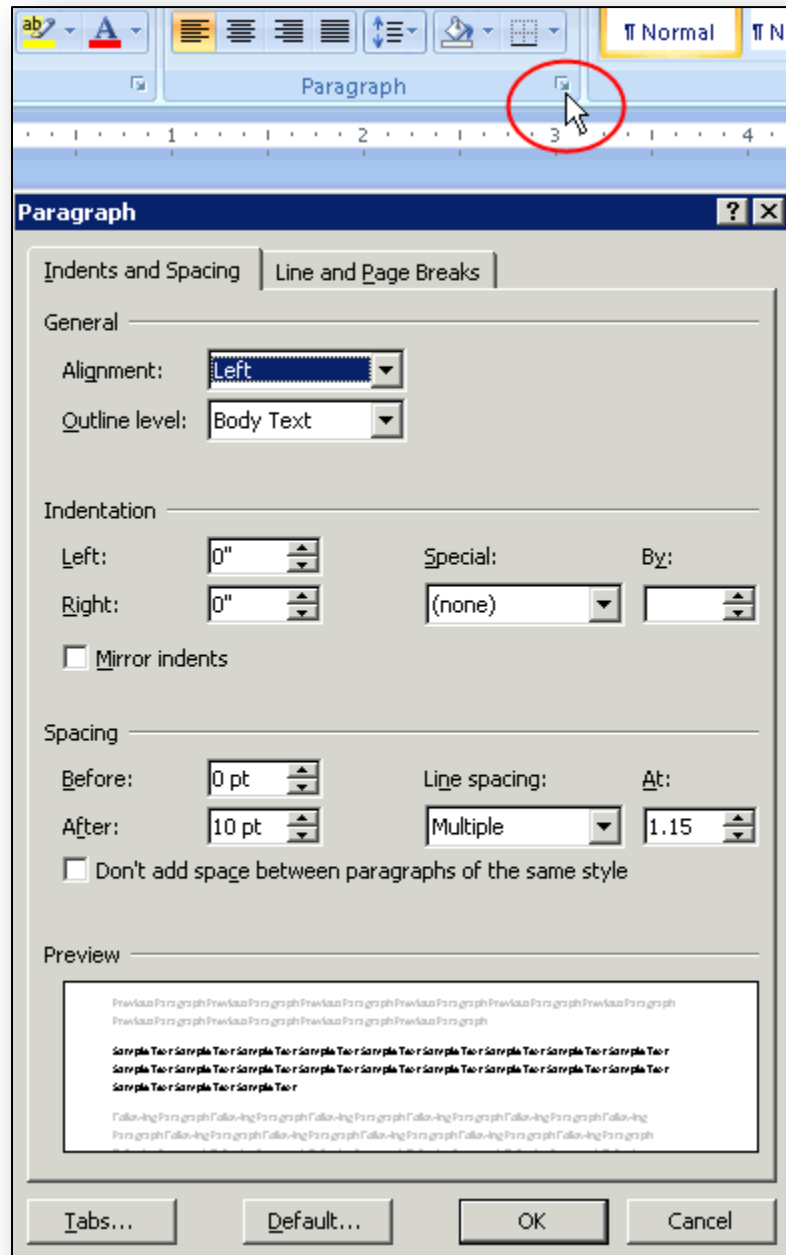
1. Click the Dialog Box Launcher in the Word Home Ribbon, **Font** group to open the familiar Format **Font** dialog box. The keyboard shortcut is still Ctrl D.





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2. Click the Dialog Box Launcher in the Word **Home** Ribbon, **Paragraph** group to open the familiar Format Paragraph dialog box.



3. The Page Setup Dialog Box Launcher is located on the **Page Layout** Ribbon in the **Page Setup** group.