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# Word 2010

ALL-IN-ONE

FOR

# DUMMIES®

**9** BOOKS  
IN **1**

- What's in a Word
- All About Editing
- All About Formatting
- Inserting Bits and Pieces
- Publish or Perish
- Using Reference Features
- Mailings
- Customizing Word
- Features for Developers

**Doug Lowe**  
with Ryan Williams



# Word 2010 All-in-One For Dummies®

## Table of Contents

### [Introduction](#)

[About This Book](#)

[How to Use This Book](#)

[How This Book Is Organized](#)

[Book I: What's in a Word?](#)

[Book II: All about Editing](#)

[Book III: All about Formatting](#)

[Book IV: Inserting Bits and Pieces](#)

[Book V: Publish or Perish](#)

[Book VI: Using Reference Features](#)

[Book VII: Mailings](#)

[Book VIII: Customizing Word](#)

[Book IX: Features for Developers](#)

[Icons Used in This Book](#)

[Where to Go from Here](#)

### [Book I: What's in a Word?](#)

[Book I: Chapter 1: Getting to Know Word 2010](#)

[Starting Word](#)

[What Is All This Stuff?](#)

[Unraveling the Ribbon](#)

[The View from Here Is Great](#)

[Taking the Backstage Tour](#)

[Creating a Basic Document](#)

[Typing and Editing Text](#)

[Printing Your Masterpiece](#)

[Saving Your Work](#)

[Opening a Document](#)

[Closing a Document](#)

[Exiting Word](#)

[Book I: Chapter 2: Your Backstage Pass for Managing Documents](#)

[Getting Information about Your Document](#)

[Creating a New Document](#)

[Opening Documents](#)

[Changing views](#)

[Deleting and renaming documents and folders](#)

[Setting the default document location](#)

[Using the Organize menu in Vista and Windows 7 \(or the Tools menu in XP\)](#)

[Using the Navigation pane \(Favorites bar\)](#)

[Using the Save As Command](#)

[Save Options](#)

[Password-Protecting Your Files](#)

[Book I: Chapter 3: Working with Templates](#)

[Understanding How Templates Work](#)

[Getting to Know the Normal.dotm Template](#)

[Creating a Document from an Online Template](#)

[Creating a New Document Based on a Recently Used Template](#)

[Using a Sample Template](#)

[Changing the Template Attached to a Document](#)

[Activating the Developer Tab on the Ribbon](#)

[Creating Your Own Templates](#)

[Converting a document to a template](#)

[Creating a new template from scratch](#)

[Modifying an existing template](#)

[Using Global Templates](#)

[How Word Resolves Duplicate Template Elements](#)

[Using the Organizer](#)

[Book I: Chapter 4: Printing Your Documents](#)

[Printing the Quick Way](#)

[Printing from Backstage View](#)

[Changing printers](#)

[Printing more than one copy](#)

[Printing part of a document](#)

[Other settings](#)

[Playing with print options](#)

[Using the Print Preview Feature](#)

[Book I: Chapter 5: Help!](#)

[Several Ways to Get Help](#)

[Finding Your Way around the Help System](#)

[Getting Help on the Internet](#)

[Book II: All about Editing](#)

## [Book II: Chapter 1: Getting Around in Your Documents](#)

[The Most Basic Way to Move Around in a Document](#)

[Using the Scroll Bar](#)

[Rolling Around with the Mouse Wheel](#)

[Using the Go To Command](#)

[Just Browsing](#)

[Going Back. . . .](#)

[Using Bookmarks](#)

[Using the Navigation Pane](#)

[Using Thumbnails](#)

## [Book II: Chapter 2: Basic Text Formatting](#)

[Understanding Formatting](#)

[Formatting Text](#)

[Setting the font and size](#)

[Applying bold, italics, and other goodies](#)

[Using text effects](#)

[Using the highlighter](#)

[Playing with text colors](#)

[Using the Font dialog box](#)

[Formatting Paragraphs](#)

[Justification](#)

[Line spacing](#)

[Simple bullet and number lists](#)

[Indenting](#)

[Sorting](#)

[Paragraph marks](#)

[Background colors](#)

[Borders](#)

[The Format Paragraph dialog box](#)

[The Format Painter](#)

[Using the secret formatting toolbar](#)

[All about Tabs](#)

[Setting tabs by using the ruler](#)

[Using the Tabs dialog box](#)

[Removing all tabs](#)

[Using tab leaders](#)

[Running a bar tab](#)

[The Ten Commandments of Formatting](#)

[I. Thou shalt learn thy way around the Ribbon while continuing to use keyboard shortcuts](#)

[II. Thou shalt not press Enter at the end of every line](#)

[III. Thou shalt not create empty paragraphs](#)

[IV. Thou shalt not use extraneous spaces](#)

[V. Thou shalt not use extraneous tabs](#)

[VI. Thou shalt not underline when italicizing will do](#)

[VII. Thou shalt use no more than three fonts on a page](#)

[VIII. Thou shalt not use exact line spacing](#)

[IX. Thou shalt use the AutoCorrect feature](#)

[X. Thou shalt use styles](#)

[Book II: Chapter 3: Working with Styles](#)

[Understanding Styles](#)

[Applying Styles with the Styles Gallery](#)

[Finding Your Own Style](#)

[Switching style sets and themes](#)

[Changing a style](#)

[Creating your own style](#)

[Adding and removing styles from the gallery](#)

[Storing the look of your styles](#)

[Stepping Beyond the Styles Gallery](#)

[Using the Styles pane](#)

[Exploring the Styles Pane Options dialog box](#)

[Using the Apply Styles dialog box](#)

[Using the Style Inspector](#)

[Using the Word 2003 Styles drop-down list](#)

[Better Living through Styles](#)

[Neat Things to Do with Styles](#)

[Assigning shortcut keys](#)

[Basing one style on another](#)

[Setting the style of the next paragraph](#)

[Showing the Style area](#)

[Storing styles in a template](#)

[Book II: Chapter 4: Editing Techniques](#)

[Selecting Text](#)

[Using the invisible selection bar](#)

[Selecting with the keyboard](#)

[Selecting cells in a table](#)

[Deleting Text](#)

[Using the Clipboard](#)

[Dragging and Dropping](#)

[Undoing and Repeating](#)

[Finding and Replacing](#)

[Finding text](#)

[Searching the Old-Fashioned Way](#)

[Changing direction](#)

[Refining your findings](#)

[Finding formats](#)

[Finding special characters](#)

[Replacing text](#)

[Book II: Chapter 5: All about AutoCorrect and Its Siblings](#)

[Using AutoCorrect](#)

[Using AutoFormat](#)

[Setting AutoFormat Options](#)

[Using AutoFormat As You Type](#)

[Replace as you type](#)

[Apply as you type](#)

[Automatically as you type](#)

[Using AutoText](#)

[Creating an AutoText entry](#)

[Editing an AutoText entry](#)

[Book II: Chapter 6: Spell-Checking and the Thesaurus](#)

[Using the Spelling and Grammar Checker](#)

[Checking spelling as you go](#)

[Checking for grammatical errors](#)

[Spell and grammar checking after the fact](#)

[Using the Thesaurus](#)



[Using Other Proofing Tools](#)

## [Book III: All about Formatting](#)

[Book III: Chapter 1: Basic Page Formatting and Sections](#)

[Formatting the Page](#)

[Setting margins](#)

[Setting orientation](#)

[Choosing a paper size](#)

[Choosing layout options](#)

[Hyphenating Your Text](#)

[Inserting Page Numbers](#)

[Working with Headers and Footers](#)

[Understanding Sections](#)

[Creating section breaks](#)

[Creating sections with different page numbers](#)

[Book III: Chapter 2: Formatting Fancy Pages](#)

[Creating Columns](#)

[Creating columns the easy way](#)

[Creating columns the hard way](#)

[Adjusting the Column Width](#)

[Forcing a Column Break](#)

[Adding a Cover Page](#)

[Creating a Background](#)

[Adding a watermark](#)

[Adding a background](#)

[Adding a page border](#)

## [Book III: Chapter 3: Creating Lists](#)

[Creating a List Automatically](#)

[Creating a List the Button Way](#)

[Creating a bulleted list](#)

[Creating a numbered list](#)

[Using a different bullet or number format](#)

[Formatting a List](#)

[Creating Deviant Bullets](#)

[Creating Crazy Numbering Schemes](#)

[Breaking and Continuing a Numbered List](#)

[Working with Lists with Two or More Levels](#)

[Changing the Look of a List with Many Levels](#)

[Crafting your own multilevel list](#)

[Numbering your headings](#)

[Using Fields to Create Sequence Numbers](#)

## [Book IV: Inserting Bits and Pieces](#)

### [Book IV: Chapter 1: Drawing Shapes on Your Document](#)

[Some General Drawing Tips](#)

[Zoom in](#)

[Save frequently](#)

[Remember to use Ctrl+Z](#)

[Drawing Simple Objects](#)

[Drawing straight lines](#)

[Drawing rectangles, squares, ovals, and circles](#)

[Creating Other Shapes](#)

[Drawing a Polygon or Free-Form Shape](#)

[Drawing a Curved Line or Shape](#)

[Styling Your Shapes](#)

[Setting the Shape Fill](#)

[Filling an object with a solid color](#)

[Filling an object with a picture](#)

[Making the gradient](#)

[Applying a texture](#)

[Using a pattern](#)

[Setting the Shape Outline](#)

[Applying Shape Effects](#)

[Applying a shadow](#)

[Applying a reflection](#)

[Applying Glow and Soft Edges](#)

[Applying a bevel](#)

[Adding 3-D Rotation](#)

[Flipping and Rotating Objects](#)

[Flipping an object](#)

[Rotating an object 90 degrees](#)

[Using the rotate handle](#)

[Drawing a Complicated Picture](#)

[Changing layers](#)

[Line 'em up](#)

[Using gridlines](#)

[Group therapy](#)

[Book IV: Chapter 2: Inserting Pictures and Clip Art](#)

## [Exploring the Many Types of Pictures](#)

[Bitmap pictures](#)

[Victor, give me a vector](#)

## [Using Clip Art](#)

### [Inserting Pictures](#)

[Inserting clip art](#)

[Getting clip art from the Internet](#)

### [Inserting a Picture from a File](#)

### [Playing with Your Pictures](#)

[Sizing and stretching a picture](#)

[Cropping a picture](#)

### [Adding Style to Your Pictures](#)

[Applying a picture border](#)

[Applying picture effects](#)

[Converting a picture to SmartArt](#)

### [Adjusting the Color and Such](#)

### [Wrapping Text around a Picture](#)

## [Book IV: Chapter 3: Creating Charts and Diagrams](#)

### [Understanding Charts](#)

### [Adding a Chart to a Document](#)

### [Pasting a Chart from Excel](#)

### [Changing the Chart Type](#)

### [Working with Chart Data](#)

[Switching rows and columns](#)

[Changing the data selection](#)

[Editing the source data](#)

[Refreshing a chart](#)  
[Changing the Chart Layout](#)  
[Changing the Chart Style](#)  
[Using the Layout Tab to Embellish Your Chart](#)  
[The Insert group](#)  
[The Labels group](#)  
[The Axes group](#)  
[The Background group](#)

[Understanding SmartArt](#)

[Creating a SmartArt Diagram](#)

[Tweaking a SmartArt Diagram](#)

[Working with Organization Charts](#)

[Adding a box to a chart](#)

[Deleting chart boxes](#)

[Changing the organization chart layout](#)

[Book IV: Chapter 4: Working with Tables](#)

[Understanding and Creating Tables](#)

[Creating a table by using the Table button](#)

[Using the Insert Table command](#)

[Drawing a table](#)

[Using the Table Tools Tabs](#)

[Editing Tables](#)

[Moving and selecting in tables](#)

[Adding rows and columns](#)

[Inserting cells](#)

[Deleting cells](#)

[Adjusting column width](#)

[Using the AutoFit command](#)

[Using Tabs in a Table](#)

[Using Table Styles](#)

[Merging Cells to Create Headings](#)

[Designating Header Rows That Repeat from Page to Page](#)

[Splitting a Table](#)

[Sorting a Table](#)

[Using Table Formulas](#)

[Converting Text to a Table \(and Vice Versa\)](#)

[Book IV: Chapter 5: Inserting Fancy Text](#)

[Using Text Boxes](#)

[Creating a text box](#)

[Formatting a text box](#)

[Rotating text](#)

[Using linked text boxes](#)

[Adding Captions to Your Pictures](#)

[Creating Fancy Text with WordArt](#)

[Drawing a Callout](#)

[Book IV: Chapter 6: Other Things You Can Insert in Your Documents](#)

[Inserting a Cover Page](#)

[Inserting a Drop Cap](#)

[Inserting a Symbol](#)

[Inserting an Equation](#)

[Inserting a Screenshot](#)

[Book V: Publish or Perish](#)

## [Book V: Chapter 1: Blogging with Word](#)

[Introducing Word's Blogging Features](#)

[Creating and Editing Blog Posts](#)

[Working from a blank entry](#)

[Editing blog entries](#)

[Registering a Blog Account](#)

[Publishing Blog Posts](#)

[Inserting Hyperlinks and Stuff](#)

## [Book V: Chapter 2: Working with SharePoint](#)

[Understanding How SharePoint Documents Are Organized](#)

[Working with SharePoint Document Libraries](#)

[Saving a Document to SharePoint](#)

[Uploading a Document to SharePoint](#)

[Opening a Document from SharePoint](#)

## [Book V: Chapter 3: Collaborating with the Review Tab](#)

[Reviewing Documents](#)

[Working with Comments](#)

[Creating a comment](#)

[Deleting a comment](#)

[Viewing comments](#)

[Tracking Changes](#)

[Turning track changes on and off](#)

[Viewing changes](#)

[Accepting or rejecting changes](#)

[Comparing Documents](#)

[Protecting a Document](#)

# [Book VI: Using Reference Features](#)

## [Book VI: Chapter 1: Creating a Table of Contents or Table of Figures](#)

[Understanding Tables of Contents](#)

[Creating a Table of Contents](#)

[Updating a Table of Contents](#)

[Adding Text](#)

[Beyond Heading Styles](#)

[Creating a Table of Figures or Other Similar Tables](#)

## [Book VI: Chapter 2: Working with Footnotes and Endnotes](#)

[Adding a Footnote](#)

[Changing the Footnote Format](#)

[Changing the Reference Marks](#)

[Finding a Footnote Reference](#)

## [Book VI: Chapter 3: Indexing Your Masterpiece](#)

[Mark Those Index Entries](#)

[Creating an Index](#)

[Updating an Index](#)

[Marking a Range of Pages](#)

[Creating Subentries](#)

[See Also](#)

[Isn't There an Easier Way?](#)

## [Book VI: Chapter 4: Citations and Bibliographies](#)

[Creating References and Sources](#)

[Creating a Bibliography](#)

[Managing Your Sources](#)

## [Book VI: Chapter 5: I Object! \(To Tables of Authorities, That Is\)](#)



[Marking Citations](#)

[Creating a Table of Authorities](#)

[Updating a Table of Authorities](#)

[Adding Your Own Categories](#)

[Disclaimer of Warranties and Limit of Liability](#)

[Book VI: Chapter 6: Working with Outlines and Master Documents](#)

[Working with Outlines](#)

[Switching to Outline view](#)

[Understanding Outline view](#)

[Showing and hiding formatting](#)

[Collapsing and expanding the outline](#)

[Promoting and demoting paragraphs](#)

[Printing an outline](#)

[Working with Master Documents](#)

[Understanding the master document](#)

[Whipping up a master document](#)

[Putting an existing file into a master document](#)

[Break it up!](#)

[Numbering pages in subdocuments](#)

## [Book VII: Mailings](#)

[Book VII: Chapter 1: Creating Envelopes and Labels](#)

[Printing an Envelope](#)

[Printing Labels](#)

[Creating Custom Labels](#)

[Book VII: Chapter 2: Faxing and E-Mailing Documents](#)

[Sending a Fax](#)

[Using a fax modem](#)

[Using a fax service](#)

[Sending a Document via E-Mail](#)

[Book VII: Chapter 3: Using the Mail Merge Wizard](#)

[Understanding Mail Merge](#)

[Using the Mail Merge Wizard](#)

[Creating the main document](#)

[Creating an address list](#)

[Inserting the address block and greeting line](#)

[Merging the documents](#)

[Using the Mailings Tab on the Ribbon](#)

[Book VII: Chapter 4: Advanced Mail-Merge Tricks](#)

[Other Types of Merges](#)

[Merging to e-mail](#)

[Merging envelopes](#)

[Merging to labels](#)

[Creating a directory](#)

[Fun Things to Do with the Data Source](#)

[Sorting records](#)

[Filtering records](#)

[Understanding relationships](#)

[Weeding out duplicates](#)

## [Book VIII: Customizing Word](#)

[Book VIII: Chapter 1: Customizing the User Interface](#)

## [Customizing the Quick Access Toolbar](#)

[Relocating the Quick Access toolbar](#)

[Adding and removing buttons](#)

## [Customizing the Ribbon](#)

[Dealing with Old-Style, Custom Toolbars](#)

## [Creating Custom Keyboard Shortcuts](#)

[Resetting keyboard shortcuts](#)

[Printing your keyboard shortcuts](#)

## [Book VIII: Chapter 2: Opting for Options](#)

[What's with All the Options?](#)

### [The General Tab](#)

[User interface options](#)

[Personalize your copy of Microsoft Office](#)

[Start-up options](#)

### [The Display Tab](#)

[Page Display Options](#)

[Always Show These Formatting Marks on the Screen](#)

[Printing Options](#)

### [The Proofing Tab](#)

### [The Save Tab](#)

[Save Documents](#)

[Offline Editing Options for Document Management Server Files](#)

[Preserve Fidelity When Sharing This Document](#)

### [The Language Tab](#)

### [The Advanced Tab](#)

[Editing Options](#)

[Cut, Copy, and Paste](#)

[Image size and quality](#)

[Show Document Content](#)

[Display](#)

[Chart](#)

[Print](#)

[Save](#)

[Preserve Fidelity When Sharing This Document](#)

[General](#)

[Compatibility Options](#)

[The Customize Ribbon and the Quick Access Toolbar Tabs](#)

[The Add-Ins Tab](#)

[The Trust Center Tab](#)

[Book VIII: Chapter 3: Working with Fields](#)

[Understanding Fields](#)

[Inserting a Field](#)

[Keyboard Shortcuts for Working with Fields](#)

[Another Way to Insert Fields](#)

[Formatting Field Results with Switches](#)

[Preserving formatting when you update fields: The \\\* Mergeformat switch](#)

[Capitalizing field results](#)

[Setting the number format](#)

[Creating custom number formats](#)

[Creating custom date and time formats](#)

[Updating a Field](#)

[Preventing a Field from Being Updated](#)

[Field Code Reference](#)

[Book VIII: Chapter 4: Creating Custom Forms](#)

[Understanding Forms](#)

[Creating a Form Template](#)

[Creating a Text Field](#)

[Creating a Check Box Field](#)

[Creating a Drop-Down Field](#)

[Filling Out a Form](#)

[Adding Help to a Form Field](#)

[Using Preprinted Forms](#)

## [Book IX: Features for Developers](#)

[Book IX: Chapter 1: Recording and Using Macros](#)

[Where Do All the Macros Go?](#)

[Doing the Macro Recorder Dance](#)

[Macro Recording Tips](#)

[Running a Macro](#)

[Editing a Macro](#)

[Simple Macro Edits That Don't Require a PhD in VBA](#)

[Using Auto Macros](#)

[Protecting Your Computer from Macro Viruses](#)

[Book IX: Chapter 2: Programming with VBA](#)

[Examining the Basic Structure of VBA Macros](#)

[Understanding the Basic Elements of VBA](#)

[Rules for writing VBA statements](#)

[Comments](#)

[Projects, modules, procedures, and macros](#)

[Working with Variables and Data](#)

[Using assignment statements](#)

[Declaring variables](#)

[Placing your declarations](#)

[Using static variables](#)

[Using Option Explicit](#)

[Using Strings](#)

[Concatenation](#)

[String functions](#)

[Of Objects, Properties, and Methods](#)

[Using objects](#)

[Getting to know the object model](#)

[Using methods](#)

[Using the With statement](#)

[Working with collections](#)

[Controlling Your Programs](#)

[The If statement](#)

[Nested If statements](#)

[The Elself structure](#)

[The single-line If](#)

[For/Next Loops](#)

[While/Wend loops](#)

[The Select Case statement](#)

[User Input and Output](#)

[MsgBox](#)

[InputBox](#)

[User-Defined Procedures and Functions](#)

[Using procedures](#)

[Using functions](#)

[Book IX: Chapter 3: More Programming: Using Word's Object Model](#)

[An Overview of Important Word Objects](#)

[Using the Application Object](#)

[Working with Documents](#)

[Accessing documents](#)

[Creating a document](#)

[Opening a document](#)

[Understanding stories](#)

[Understanding Selection and Range Objects](#)

[Working with the Selection object](#)

[Working with Range objects](#)

[Moving Selections and Ranges](#)

[Methods for moving the selection](#)

[A macro that moves the selection](#)

[Working with Text](#)

[Accessing text](#)

[Inserting text](#)

[Deleting text](#)

[Copying, cutting, and pasting](#)

[Formatting Text](#)

[Using the Font object](#)

[Using the ParagraphFormat object](#)

## [Book IX: Chapter 4: Creating UserForms](#)

[Understanding UserForms](#)

[Creating a UserForm](#)

[Working with Controls](#)

[Using Command Buttons](#)

[Creating a Cancel button](#)

[Creating an OK button](#)

[Using Labels](#)

[Using Text Boxes](#)

[Using Frames](#)

[Using Check Boxes and Option Buttons](#)

[Grouping option buttons](#)

[Testing option button and check box values](#)

[Using Combo Boxes](#)

[Loading items into a combo box](#)

[Determining which item was selected](#)

[Setting the selected item](#)

[Using List Boxes](#)

[Loading items into a list box](#)

[Dealing with multiple selections](#)



# ***Word 2010 All-in-One For Dummies***<sup>®</sup>

**by Doug Lowe  
with Ryan Williams**



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## **Word 2010 All-in-One For Dummies**<sup>®</sup>

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# About the Authors

**Doug Lowe** has written enough computer books to line all the birdcages in California. His other books include *PowerPoint 2010 For Dummies*, *Java All-in-One For Dummies*, and *Networking For Dummies*, 9th Edition.

Although Doug has yet to win a Pulitzer Prize, he remains cautiously optimistic. He is hopeful that James Cameron will pick up the film rights to this book and suggests *Avatar II: The Phantom Presentation* as a working title.

Doug lives in sunny Fresno, California, which is kind of boring but fortunately close to non-boring places like Disneyland, Yosemite, and San Francisco.

**Ryan Williams** is a technical writer and bassist based in Indianapolis, Indiana. His previously published works include *Google Business Solutions All-in-One For Dummies*, *Teach Yourself VISUALLY Bass Guitar*, *Laptops Just the Steps For Dummies*, *MySpace For Dummies*, and *Windows XP Digital Music For Dummies*. He is a frequent presenter at conferences and workshops, but he tries to restrict his on-site help desk activities to family members at this point in his career.

# Dedication

**Doug Lowe:** To Rebecca, Sarah, and Bethany.

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