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Office 365 is packed with tools to help you do all kinds of great things! For instance, you can convert Word files to PowerPoint presentations. As long as you applied heading styles (Heading 1, Heading 2, and so on) to the headings in a Word 365 document, you can turn a Word document into a PowerPoint 365 presentation.

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Office 365 offers the same productivity power as past versions of Microsoft Office along with tools designed to boost collaboration in the workplace and instant access to the latest Office updates without buying a whole new software package. It ' s an ideal solution for both the office and home use. The author of the bestselling Office All-in-One For Dummies shares his advice on how to navigate the nuts and bolts of getting things done with Office 365.

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I bought Office 365 because I use Word and Excel on my home computer for personal items. As with other Microsoft 'for dummies' books the information is accurate and good but as before I find the authors expect a little too much of their readers. However with patience I nearly always find answers to my queries within the book.

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Office 365 For Dummies by Jennifer Reed, Ken Withee ...

SharePoint, OneDrive, Teams, Skype, To-Do, Flow, PowerApps, Planner, OneNote, Yammer, Delve, Forms, Sway, Vide ... all apps on the Office 365 platform from Mic...

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The author of the bestselling Office All-in-One For Dummies shares his advice on how to navigate the nuts and bolts of getting things done with Office 365. Look inside for step-by-step instructions on Excel, Outlook, Word, PowerPoint, Access, and OneNote along with a dive into the cloud services that come with Office 365. Access Office 365

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Office 365 For Dummies offers a basic overview of cloud computing and goes on to cover Microsoft cloud solutions and the Office 365 product in a language you can understand. This includes an introduction to each component which leads into topics around using each feature in each application.

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