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## Microsoft Word 2013

### Word 2013 Basic

- Intro To Word
- Screen Layout
- Page Setup And Text Entry
- Auto-correct Text Formatting
- More Font Formatting
- Fonts-Part 3
- Font Attributes Using Right Click
- Paragraph Attributes
- Customizing Bullets And Numbers
- Reveal Codes Putting It All Together And Saving
- Viewing Rulers
- Formatting Images
- Inserting Images
- Tabs
- Window Views And Putting It All Together-Part 1
- Window Views And Putting It All Together-Part 2

### Word 2013 Intermediate

- Intro To Word 2013 Intermediate
- Review Introduction To Styles
- Headers And Footers
- Section Breaks Section Footers
- More Objects Word Intermediate
- Tables In Word Intermediate
- Inserting Text Boxes Word Intermediate
- Additional Page Attributes Word Intermediate
- Intro To Customizing Attributes
- Continuing Auto-correct Options
- View Options In Navigation Pane
- Mail Merge-Part 1
- Mail Merge-Part 2
- Mail Merge-Part 3
- Table Of Contents
- Columns
- Working With Outlines

### Word 2013 Advanced

- Word Advanced Introduction

End Notes Foot Notes  
Captions  
Citations  
Table Of Authorities  
Reference Page Index Table  
Track Changes  
Compare  
Advance Mail Merge-Part 1  
Advance Mail Merge-Part 2  
Advance Smart Art  
Templates  
Custom Configuration