Books24x7®

Introducing MS Office 2007 Corporate Folders and Topics

Now it's even easier to find Microsoft Office 2007 resources in Books24x7!

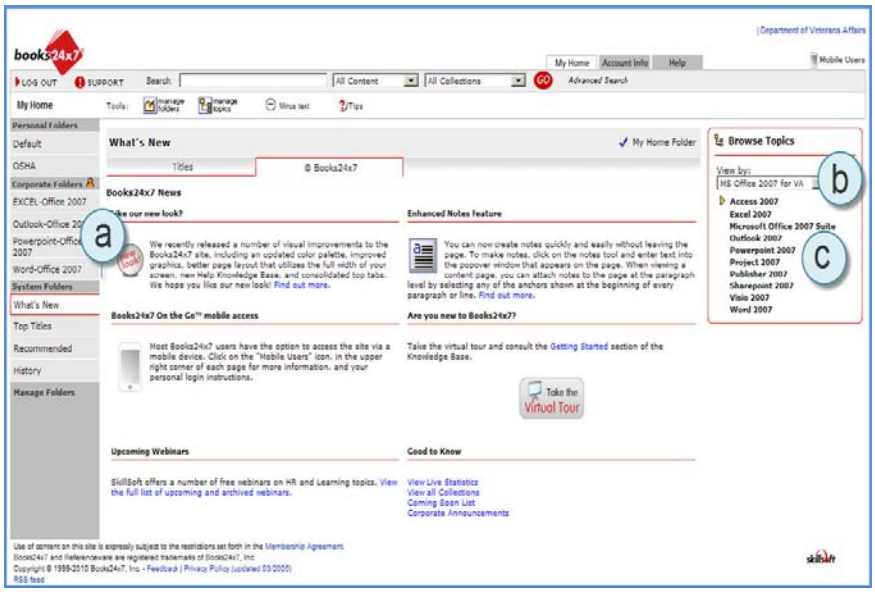
Books24x7 now boasts more than 22,000 titles and over 7 million pages of content, including nearly 100 titles on the Microsoft Office 2007 suite. Titles such as the Step by Step and Inside Out guides published by Microsoft Press.

With Corporate Folders and Topics you are now just a few clicks away from pinpointing the information you need to quickly and effectively transition to Microsoft Office 2007.

1. **Accessing the Site:**
   Log in to the VA LMS, navigate to the **Advanced Catalog** search, enter "Books24x7" in the Title box, and then click on the **Go to Content** button or for quicker access Books24x7 click on this **direct link to the Books LMS object**.

2. **Locate selected MS Office 2007 titles using the Corporate Folders:**
   a. Click on the Corporate Folders on the left toolbar to find a selection of top titles for popular MS Office products, including Excel, Outlook, PowerPoint and Word.

3. **Locate a comprehensive list of titles for all MS Office products using the *MS 2007 Office for VA* topic:**
   b. Select the *MS 2007 Office for VA* topic in **Topics box** in the upper right corner of the My Home page.
   c. Simply click on the sub-topic link for any of the Microsoft Office 2007 product to see the list of associated titles.



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tab in the top bar.

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