

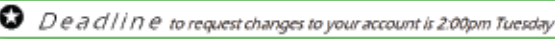
Tulare County Office of Education

Jim Vidak, County Superintendent of Schools



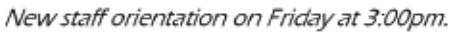
Word 1: Become familiarized with the Microsoft Word program, including text format and styles, inserting clip art, cutting, pasting, and editing text.

Format

 *Deadline to request changes to your account is 2:00pm Tuesday* Use text formatting options to make your document stand out, or just make editing easier

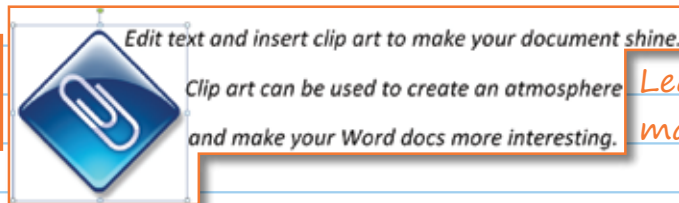
 Birthday cake for Dr. Williams is in the **Sequoia Room** Elderwood Room!

Styles

 New staff orientation on Friday at 3:00pm.

Go from plain to fancy with the click of a button →  **NEW STAFF ORIENTATION ON FRIDAY AT 3:00PM.**

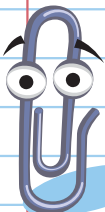
Clip Art



Edit text and insert clip art to make your document shine.

Clip art can be used to create an atmosphere and make your Word docs more interesting.

Learn to insert, format and manipulate clip art.



March 1, 4:00-7:00 pm

Educational Resource Services Technology Lab

7000 Doe Ave., Suite A, Visalia

Open to administrators, teachers, and parents

Contact: Glenn Williams, 559-651-3047, glennw@ers.tcoe.org

Registration: Laura Malmquist, 559-651-3043, lauram@ers.tcoe.org

Cost is \$35.00 and includes dinner

Register for this workshop online at: <http://tulare.k12oms.org>

Professional development unit available through Fresno Pacific University

