

ESSENTIAL
MICROSOFT *OFFICE 2016*[™]
Tutorials for Teachers

by

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Dedicated to my wife

Marilyn Giorgio-Poole, PhD

Also our son, Zsolt, and his wife, Ann,
our granddaughter, Leela Charlotte,
and twin grandsons, August Elliot and Oliver Stoughton.

Also to my American family,
especially Anne and Augie Giorgio,
whose outspread arms welcomed me to the
United States of America 36 years ago,
and who, over the years, have been a source of much
happiness and joy.
May they rest in peace

"Life begets life.
Energy creates energy.
It is by spending oneself that one becomes
rich."

Sarah Bernhardt (1844-1923)

Brief Table of Contents

	Table of Contents	i
	Introduction	1
Lesson 1	INTRODUCTION TO <i>WORD</i> Writing a Conference Call letter	4
Lesson 2	MORE ON WORD PROCESSING Working with larger documents	40
Lesson 3	THE <i>OFFICE</i> DRAWING TOOLS	92
Lesson 4	INTRODUCTION TO THE <i>EXCEL</i> SPREADSHEET Preparing a gradebook	135
Lesson 5	MORE ON THE USE OF THE SPREADSHEET Making changes to existing spreadsheets	171
Lesson 6	INTRODUCTION TO THE <i>ACCESS</i> DATABASE Keeping student records	212
Lesson 7	MAIL MERGE AND RELATED OPERATIONS Form letters, data sources, and mailing labels	247
Lesson 8	MORE ON DATABASE USE Manipulating the data in the database	279
Lesson 9	<i>POWERPOINT</i> PRESENTATIONS Creating slide shows and related teaching materials	308
Lesson 10	<i>POWERPOINT</i> BEYOND THE BASICS Making interactive, non-linear slide shows and enhancing formatting	342
	<i>Office Shortcuts</i> (Quick Keyboard Commands)	393

CONTENTS

	INTRODUCTION.....	1
I.1	THE OBJECTIVES OF THIS TEXT	1
I.2	WHAT IS SPECIAL ABOUT THIS TEXT?	1
I.3	WHY MICROSOFT OFFICE 2016?.....	2
I.4	THE STATUS OF COMPUTING IN SCHOOLS	2
I.5	TEACHING IS A COOPERATIVE ENDEAVOR.....	3
I.6	ACKNOWLEDGMENTS	3
	REFERENCES	3
Lesson 1	INTRODUCTION TO WORD.....	4
	Writing a Conference Call letter	
	BEFORE YOU BEGIN	4
	LEARNING OUTCOMES	5
1.1	OVERVIEW OF MICROSOFT OFFICE 2016.....	6
	The Office Backstage view	6
	Opening a new word processor document	6
	Ribbons and Groups.....	7
1.2	SETTING UP AND NAMING A NEW WORD DOCUMENT	11
	Naming and Saving a new Word document.....	12
	Creating a new folder on a disk	15
1.3	SOME HELPFUL HINTS WHILE USING WORD	17
	Word processing is <i>not</i> the same as using a typewriter	17
	There are two cursors you need to know about	18
	Correcting errors while entering text	19
	Removing unwanted Returns (using the Show ¶ option)	19
	Undoing unintended actions	20
	Scrolling through a document.....	20
	Shortcuts or quick keyboard commands	22

	Renaming a document.....	23
1.4	CREATING AND SAVING A DOCUMENT	23
	Typing the Conference Call letter.....	23
1.5	UPDATING AND SIMPLE FORMATTING OF A DOCUMENT	25
	Inserting the date.....	25
	Adding text to an existing document	26
	Removing text.....	26
	Changing text.....	26
	Selecting (highlighting) a block of text	28
	Changing margins and using the <i>Word Indent Markers</i>	29
1.6	CHECKING THE DOCUMENT FOR SPELLING ERRORS	33
	Accessing the spelling checker	33
1.7	PRINTING A FIRST DRAFT OF THE DOCUMENT	34
	Print Preview-ing your work.....	34
	Removing your document from the printer	36
	Always proofread your writing.....	36
1.8	RUNNING OFF A FINAL COPY	37
1.9	MAKING A BACKUP COPY OF THE DOCUMENT.....	37
	LOOKING BACK	37
	LOOKING FORWARD	38
	SKILL CONSOLIDATION.....	38
Lesson 2	MORE ON WORD PROCESSING	40
	Working with larger documents	
	LEARNING OUTCOMES	40
2.1	GETTING STARTED	41
	Before we begin	41
	Setting up for the tutorial	41
	Inserting Page Numbers.....	42
	Starting page numbering at a custom page number	44
2.2	MORE TOOLS FOR FORMATTING TEXT	45
	A word about default settings	45
	A word about WYSIWYG.....	45
	Setting the margins	46
	Aligning text	47
	Choosing font faces.....	48
	Changing the point size of text	50

Inserting page breaks	51
Changing the layout of the Skill or Concept table	52
Spacing before and after paragraphs	53

2.3	BULLETS AND NUMBERED LISTS	54
	Numbered lists	54
	Bulleted lists.....	55
	Designing your own bullets	55
2.4	SETTING OFF A BLOCK OF TEXT WITH A BORDER	58
2.5	USING TAB STOPS	59
	Inserting Tab stops.....	59
	Removing Tab stops	61
2.6	STYLE OF TEXT AND LINE SPACING	62
	Boldface	62
	Underline.....	63
	Italics.....	63
	Line Spacing	64
2.7	INDENTING TEXT	65
	Adjusting (moving) the Indent Markers	65
	Indenting the first line of paragraphs	65
	Hanging indents	67
2.8	CREATING SECTIONS AND COLUMNS OF TEXT.....	69
2.9	FINDING AND REPLACING TEXT.....	71
	Finding a text string	71
	Finding and replacing a multiple occurrence of a text string.....	74
2.10	MOVING AND COPYING TEXT WITHIN A DOCUMENT	77
	Moving text within a document	77
	Copying text within a document.....	78
2.11	CHECKING THE DOCUMENT OF SPELLING AND OTHER ERRORS	79
2.12	ADDING GRAPHICS TO A <i>WORD</i> DOCUMENT.....	81
2.13	CREATING A TABLE OF CONTENTS.....	83
	LOOKING BACK	85
	LOOKING FORWARD	86
	SKILL CONSOLIDATION.....	86
Lesson 3	THE <i>OFFICE</i> DRAWING TOOLS	92
	LEARNING OUTCOMES	92

3.1	GETTING STARTED	92
	Before we begin	93
3.2	OVERVIEW OF THE DRAWING TOOLS AVAILABLE IN OFFICE 2016	94
	Working with Shapes	94
	Working with your own pictures	94
	Working with online pictures.....	95
	Working with <i>SmartArt</i> or <i>WordArt</i>	96
	Changing the Page Orientation	96
	The Zoom tool.....	97
3.3	DRAWING, MOVING, ROTATING, RESIZING AND OTHERWISE EDITING SIMPLE SHAPES AND LINES	98
	Live Preview	98
	Working with lines.....	99
	Working with lines and arrows	99
	Working with rectangles and ovals.....	100
	Rotating objects	101
	Drawing a perfect square or circle	102
	Moving drawing objects	102
	Resizing drawing objects	102
	Editing (changing) straight lines or arrows.....	103
3.3	OTHER DRAWING SHAPES	104
3.4	USING COLORS, PATTERNS, AND OTHER VISUAL EFFECTS	105
	Colors and transparencies	105
	Fill Effects.....	109
	Gradients.....	109
	Textures.....	111
	Pictures.....	112
	Picture borders and effects.....	113
	Shape effects	114
	Patterns.....	114
3.5	GROUPING, ORDERING, AND ALIGNING OBJECTS	115
	Grouping drawing objects.....	117
	Resizing objects	118
	Aligning drawing objects.....	118
	Rotating drawing objects	120
	Ungrouping objects.....	121
	Ordering the drawing objects.....	121
3.6	WORKING WITH TEXT AND <i>WORDART</i>	122
	Using the Text Box tool.....	122
	Using the <i>WordArt</i> tool.....	124

3.7	WORKING WITH <i>SmartArt</i>	126
	Adding a new <i>SmartArt</i> diagram	130
	Chart design	131
	Discovery is the best way to learn	132
	LOOKING BACK	132
	LOOKING FORWARD	133
	SKILL CONSOLIDATION.....	133
Lesson 4	INTRODUCTION TO THE SPREADSHEET	135
	Preparing a gradebook	
	LEARNING OUTCOMES	135
4.1	GETTING STARTED	136
	Some background about spreadsheets	136
	Templates	139
4.2	HELPFUL HINTS WHILE USING THE SPREADSHEET.....	139
	A spreadsheet is a grid divided into rows and columns.....	139
	Moving around in the spreadsheet	140
	Identifying the active cell's coordinates.....	140
	Selecting a range (group) of cells	141
	Location of the active (selected) cell after entering data into a cell	141
	Blanking out a cell or cells in the spreadsheet	142
	Editing the data in the Entry bar	142
	Editing data after they have been entered into a cell	143
4.3	SETTING UP LABELS FOR YOUR GRADEBOOK TEMPLATE.....	143
	Aligning data in spreadsheet cells.....	144
	Entering the column and row labels.....	145
	Entering "dummy" scores	146
	More practice adjusting the width of columns.....	146
	Changing the alignment of the column labels.....	149
4.4	CREATING AND COPYING FORMULAS	150
	Creating a formula	150
	Copying and pasting formulas	151
	Relative references.....	153
	Filling down (copying the formula into the rest of the TOTAL column).....	153
	Setting up the Percentage formula	154
	Using logical functions	155
	Absolute references.....	158
	Setting the Cell Attribute for the PCNT column	160
	Checking out the formulas	160

4.5	ENTERING NAMES AND SCORES FOR EACH STUDENT	161
	Changing the name of the template document.....	161
	Entering the student names	162
	Entering the scores for each student	162
4.6	MAKING CHANGES TO YOUR GRADEBOOK	164
	Adding a student to the roster (Inserting rows)	164
	Inserting columns.....	165
	Deleting (cutting) rows and columns.....	165
4.7	PRINTING YOUR GRADE BOOK	165
4.8	SAVING A BACKUP COPY OF YOUR WORK.....	168
4.9	A WORD ABOUT TEMPLATES AND STATIONERY DOCUMENTS.....	169
	LOOKING BACK	169
	LOOKING FORWARD	169
	SKILL CONSOLIDATION.....	170
Lesson 5	MORE ON THE USE OF THE SPREADSHEET.....	171
	Making changes to existing spreadsheets	
	LEARNING OUTCOMES	171
5.1	GETTING STARTED	172
5.2	RECAPITULATION AND REINFORCEMENT	172
	Moving from cell to cell in the spreadsheet.....	172
	More cell selection commands.....	173
5.3	UPDATING AN EXISTING SPREADSHEET	175
	Dividing up the spreadsheet to make it easier to read	175
	Adding formulas to the spreadsheet.....	177
	Calculating an average for each of the grade columns	179
	A word about automatic calculation	180
	Displaying the highest and lowest scores for each column of scores	183
	Protecting important cells	184
	Using Split Screen to divide the spreadsheet into panes.....	185
5.4	MAKING MORE CHANGES TO THE LOOK OF THE SPREADSHEET	187
	Putting a border around a cell or set of cells.....	187
	Removing grid lines and column and row headers	189

	Updating the <i>Grades Template</i> spreadsheet	189
5.5	USING THE LOOKUP FUNCTION	193
	The concept of the LOOKUP function	193
	Building the LOOKUP Table	194
	Using the clipboard to copy cells from one document to another	196
	Entering the LOOKUP function into the spreadsheet.....	196
	Copying the LOOKUP function into the rest of the GRADE column	200
5.6	CREATING CHARTS BASED ON THE SPREADSHEET DATA	203
	The <i>Excel</i> charting capability.....	203
	Creating a column chart	203
	Creating a pie chart	207
5.7	PRINTING THE UPDATED SPREADSHEET.....	208
	Selecting a section of the spreadsheet for printing	208
5.8	MAKING A BACKUP COPY OF YOUR DOCUMENTS	210
	LOOKING BACK	210
	LOOKING FORWARD	210
	SKILL CONSOLIDATION.....	211
Lesson 6	INTRODUCTION TO THE ACCESS DATABASE	212
	Keeping student records	
	LEARNING OUTCOMES	212
6.1	AN OVERVIEW OF THE DATABASE CONCEPT	212
	How is an <i>Access</i> database organized?	213
	The general terminology used to describe data storage	214
	<i>Access</i> database terminology	214
6.2	LET'S GET PRACTICAL.....	215
6.3	PLANNING A NEW DATABASE.....	219
	Points to ponder when planning a database	219
	Design guidelines for a Student Roster database	220
6.4	SOME HINTS BEFORE CREATING THE DATABASE TEMPLATE.....	221
	Editing field names	224
	Selecting the data type of a field.....	224
	Setting up predefined entries for a field.....	224

6.5	CREATING THE DATABASE TEMPLATE	225
	Entering field names for the database	225
	Using the Lookup Wizard to specify selected values for a field	227
	Using an input mask to control the format for a field	229
	Entering the remaining fields in the database	233
6.6	COMPLETING PREPARATION OF THE DATABASE TEMPLATE	234
	Creating a Form for the new database	234
6.7	ADDING RECORDS TO A NEW OR EXISTING DATABASE.....	237
	Creating a new database based on the <i>Student RecordsTemplate</i> database.....	237
	Importing a Table.....	238
	Importing a Form	240
	Entering the data for the records in the database document	242
	Adding a New Record to the database	242
6.8	VIEWING THE DATA IN THE DATABASE.....	243
6.9	UPDATING ENTRIES AND RECORDS IN THE DATABASE	243
	Updating the contents of a field (one item of data in a student record)...	243
	Deleting (clearing) a record	244
	Deleting several records at once	244
6.10	SAVING A BACKUP COPY OF YOUR WORK.....	244
	LOOKING BACK	245
	LOOKING FORWARD	245
	SKILL CONSOLIDATION.....	245
Lesson 7	MAIL MERGE AND RELATED OPERATIONS	247
	Form letters and mailing labels	
	LEARNING OUTCOMES	247
7.1	GETTING STARTED	248
7.2	PREPARING THE ADDRESS LIST DATABASE.....	249
	Step 1: Select the document type	249
	Step 2: Select the starting document.....	249
	Step 3: Select the recipients of the form letter	249
	Editing the Mail Merge Recipients list	254
	Entering the data for the remaining records in the Address List database.....	255
7.3	CREATING THE FORM LETTER (THE FIELD TRIP NOTICE)	257

	Step 4: Write your form letter	257
	Inserting the date	258
	Inserting fields (placeholders) into your form letter	259
	Step 5: Previewing your letters	261
7.4	PRINTING THE FIELD TRIP NOTICE	262
	Step 6: Complete the Merge	262
	A summary of the Microsoft Word 2016 Mail Merge features	263
7.5	PREPARING MAILING LABELS	263
	Deciding on the data for the mailing label	264
	Step 1: Select the document type	264
	Step 2: Select the starting document	264
	Step 3: Select recipients	265
	Step 4: Arrange your labels	266
	Step 5: Preview your labels	268
	Step 6: Complete the merge	268
7.6	PREPARING A NEW FORM LETTER USING AN EXISTING DATABASE	268
	Macros	269
	Creating the macro	269
	Using the macro	274
	Renaming the <i>Letters</i> template and creating the <i>Mid Term Report</i> form letter	274
	Pasting a chart into the letter	276
	LOOKING BACK	277
	LOOKING FORWARD	277
	SKILL CONSOLIDATION	278
Lesson 8	MORE ON DATABASE USE	279
	Manipulating the Data in the Database	
	LEARNING OUTCOMES	279
8.1	GETTING STARTED	279
	A few preliminary thoughts	279
	Time to get to work	280
8.2	REVIEWING THE BASICS	282
	Viewing the data in the database	282
	Adding a record to the database	283
	Clearing a field in a record	284
	Deleting (clearing) a record, or a set of records	284
	Changing the data in a field	285

8.3	SEARCHING AND QUERYING A DATABASE.....	285
	Finding a single record using data from a specific field.....	286
	Finding two or more records based on data from a single field.....	287
	Filter by Selection.....	288
	Filter by Form.....	289
	Searching based on criteria from more than one field.....	293
8.4	SORTING RECORDS.....	295
	Sorting on a single field.....	295
8.5	CREATING REPORTS.....	297
	A word about the Access database reporting facility.....	297
	Initial definition of the layout or report.....	297
8.6	IMPROVING THE REPORT (MAKING CHANGES).....	301
8.7	PRINTING REPORTS.....	305
	LOOKING BACK.....	306
	LOOKING FORWARD.....	306
	SKILL CONSOLIDATION.....	307
Lesson 9	POWERPOINT PRESENTATIONS.....	308
	Creating Slide Shows and related teaching materials	
	LEARNING OUTCOMES.....	308
9.1	SOME INTRODUCTORY THOUGHTS ABOUT PRESENTATIONS.....	309
9.2	POWERPOINT AT WORK.....	310
	Normal View.....	312
	Slide Sorter view.....	312
	Reading View.....	312
	Slide Show view.....	313
	Features to look out for in the demonstration presentation.....	313
	Transition effects and text preset animations.....	313
	Inserting clip art, pictures and other media.....	313
	Action Buttons and hidden slides.....	314
	Timing considerations.....	316
	Acknowledgements: Always give credit where credit is due.....	317
9.3	BUILDING THE PRESENTATION.....	318
	Preparation of the outline.....	318
	First thing first: Save the new PowerPoint presentation.....	320
	Typing the outline entries.....	320
	Increasing the outline list level.....	322

	Changing the Slide Layout.....	323
	Switching levels	324
	Decreasing the list level	324
	Choosing slide designs.....	326
	Design Themes.....	326
	Adding pictures to the slides.....	327
	Cropping out unnecessary background.....	330
	Enlarging a picture	331
	Making the Screenbean images transparent.....	331
9.4	ADDING MORE BELLS AND WHISTLES TO THE PRESENTATION.....	332
	Setting timings for the slides and adding transitions	332
	Sound effects.....	334
	Color Schemes	336
	Adding the Acknowledgements slide	338
	Checking out the presentation.....	339
9.6	PRINTING PRESENTATION HANDOUTS	339
	LOOKING BACK	340
	LOOKING FORWARD	341
	SKILL CONSOLIDATION.....	341
Lesson 10	<i>POWERPOINT BEYOND THE BASICS</i>	342
	Making interactive, non-linear slide shows and enhancing formatting	
	LEARNING OUTCOMES	342
10.1	ADDING ACTION BUTTONS AND HIDDEN SLIDES TO AN EXISTING PRESENTATION	343
	Action buttons.....	343
	Copying the Action Buttons to the other slides	348
	Acknowledgements slide	349
	Hidden slides.....	350
	Animation Schemes	353
10.2	INTERACTIVE <i>POWERPOINT</i> AT WORK	356
	Features to look out for in the demonstration presentation.....	356
	Action buttons and hyperlinks	358
10.3	BUILDING THE PRESENTATION.....	359
	Building the introductory slides.....	360
	Get to know the Quick Keyboard Shortcuts	361
	Question and feedback slides.....	361
10.4	MAKING THE PRESENTATION INTERACTIVE.....	363

	Duplicating and positioning the feedback slides	363
	Hyperlinking the answers to the appropriate slides	364
	Creating Action Buttons	367
	Changing the Action Button's color scheme	370
	Forcing the user to click on an Action Button	371
10.5	FORMATTING YOUR PRESENTATION	372
	Selecting a Design Template	372
	Replacing fonts	374
	Changing the color scheme	375
	Applying different Design Themes to certain slides in a show	378
	Applying customized backgrounds to the slides.....	378
10.6	INSERTING CONTENT.....	379
	Inserting clip art	380
	Inserting (importing) other pictures or pictures of your own	382
	Inserting sound.....	382
	Inserting video	385
	Inserting an E-mail hyperlink	388
	Tips on color choices for printing.....	389
10.7	SOME FINAL THOUGHTS ABOUT PRESENTATIONS	389
	LOOKING BACK	390
	LOOKING FORWARD	391
	SKILL CONSOLIDATION.....	391
	<i>Office</i> Shortcuts (Quick Keyboard Commands)	393