

Microsoft Office 2010 - for Home use

Category: Software

Manufacturer: Microsoft

Product from the Archive - production finished



With Microsoft Office Home and Student 2010, you and your kids can create great schoolwork and home projects from multi-page bibliographies to multimedia presentations. Capture ideas and set them apart with video-editing features and dynamic text effects. Then easily collaborate with classmates without being face-to-face thanks to new Web Apps tools. The results go well beyond expectations with a little inspiration, a lot of creativity and Office Home and Student 2010.

Capture Ideas and Set Them Apart

Enjoy Flexibility

Now you can easily post your Office documents online and access, share and edit them with Office Web Apps. It's an ideal way to extend your Office 2010 experience to the Web.

Work Together

Brainstorm ideas, share notes and work on documents with others simultaneously thanks to the new co-authoring tool in Word, PowerPoint and OneNote.

Find It on New Backstage View

Replaces the traditional File menu to give you one go-to spot to conveniently save, open and print documents. Customise the tab commands to fit your individual needs so you can navigate tasks effortlessly.

Programs You Rely On

Microsoft Office 2010 is an industry standard offering our latest, innovative tools to make your documents richer and more informative.

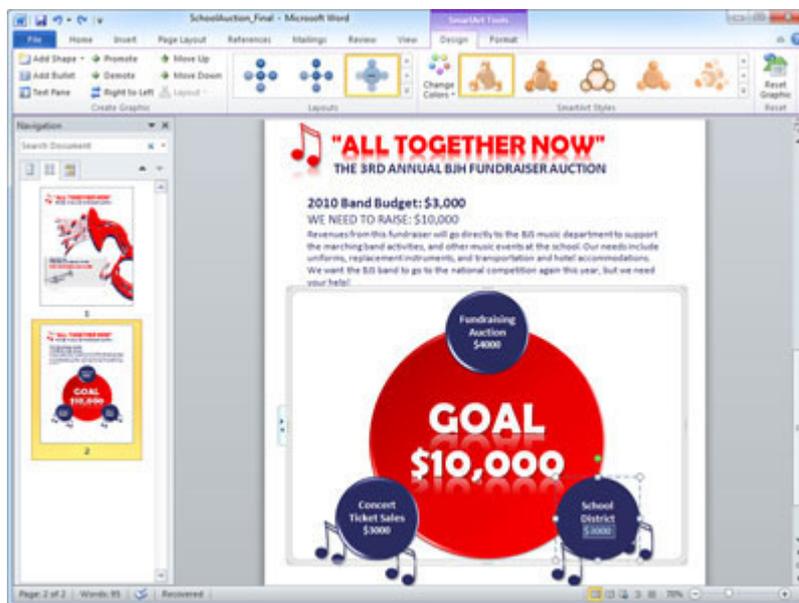
Included Programs

Enjoy the same great features you know and love with Office and get some new ones when you upgrade to Office 2010.

Word 2010

School fundraisers and neighbourhood events come together efficiently when you use Word 2010. Create documents using new photo-editing features, lively text effects, then easily share them online and invite others to collaborate. Get more new features with Word 2010:

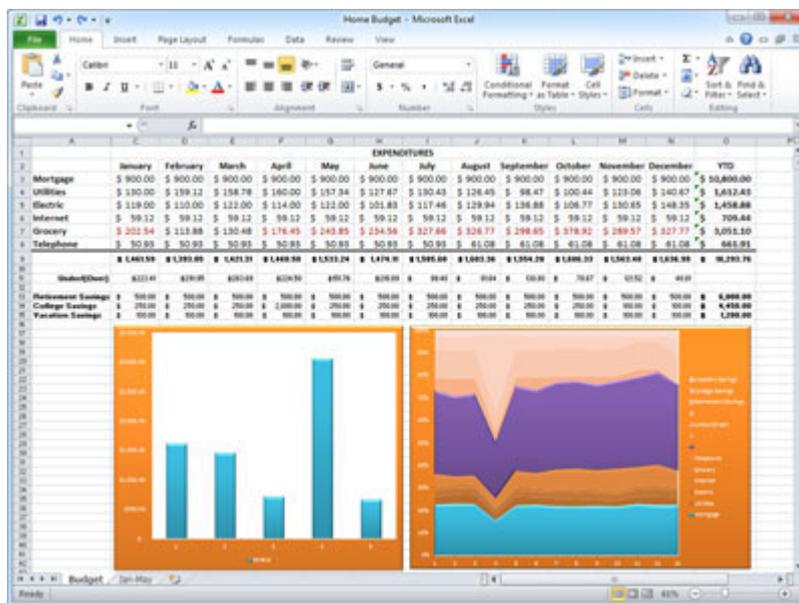
- Add impact to your document with new picture-editing tools.
- Better illustrate your ideas with diagrams by turning bullet-point lists into compelling SmartArt graphics.
- Apply new formatting effects to your text such as shadow, bevel, glow and reflection.
- Capture and insert screenshots directly into your document.
- Communicate with ease in many languages with improved translation tools.



Excel 2010

Saving for retirement, changing homes, cutting expenses--all are important financial decisions. Excel® 2010 offers useful direction with simple templates to help you build budgets and track expenses so you can focus on financial goals. Get more new tools with Excel 2010:

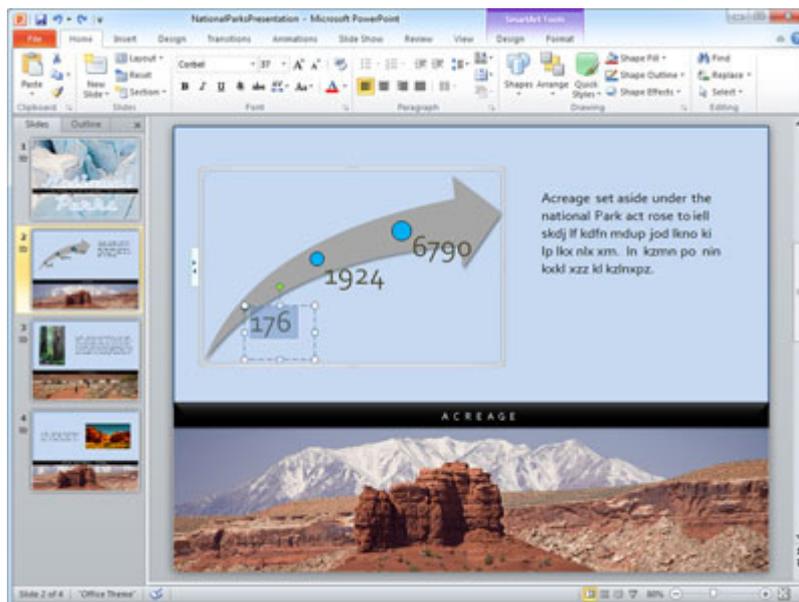
- Highlight data trends by creating data charts in a single cell with new Sparklines.
- Find the right data quickly with new filter enhancement in PivotTable views.
- Analyse data quickly. Highlight specific data with new and improved Conditional Formatting options.
- Display data in a dynamic and interactive way with PivotChart views.
- Spend less time sifting through data--use the new search filter to narrow down pertinent data to display.



PowerPoint 2010

Pressed for time on a major assignment? Get ideas down fast with ready-made templates, new photo- and video-editing features and eye-catching transitions all with Microsoft PowerPoint 2010. Get more new features including:

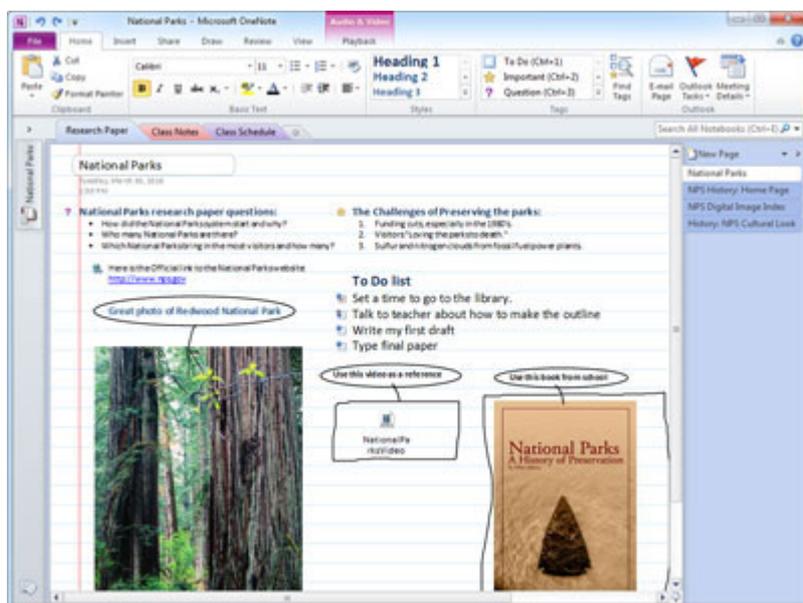
- Embed and edit video files directly in your presentation.
- Set videos to fade in and out and apply a variety of video styles and formats.
- Broadcast your presentation online with new Broadcast Slide Show.
- Captivate your audience with new transitions and improved animations.
- Use slide sections to navigate, organize and print your presentation.



OneNote 2010

Gather a wealth of information and resources all in one spot with OneNote 2010. Post, share and edit notes for group projects online so everyone can work at the same time with real-time updates. Get more new features with OneNote 2010:

- Use quick filing to organise notebooks, ideal when you're working on multiple projects.
- Apply styles and formatting to selected text to another paragraph with the new Format Painter.
- See results as you type with improved Search functionality and view a prioritized list of Search results.
- Easily organise and jump between your notebooks with the improved notebook Navigation Bar.
- Take notes while working in Word, PowerPoint or in Internet Explorer and automatically link them.



Choose your Office 2010 suite

Which one is right for you?	Home and Student*	Home and Business	Professional
Word 2010 Professional-looking documents	•	•	•
Excel® 2010 Eye-catching spreadsheets and charts	•	•	•
PowerPoint® 2010 Impactful presentations	•	•	•
OneNote® 2010 Organize notes and information	•	•	•
Outlook® 2010 Manage calendar and e-mail		•	•
Publisher 2010 Professional-quality marketing materials			•
Access® 2010 Manage databases			•

Microsoft®
Office
2010

