Microsoft Office 2007 – Suite Licence Bundle



Licence Code: LIC700

The *Microsoft Office 2007 full suite licence bundle* provides you with unlimited reproduction rights to every courseware title we currently have and will develop into the future for Microsoft Office 2007. At present that's 40 titles and 289 chapters of leading edge, high quality, out-of-the-box training and learning resources.

Your learners and trainers will love them ...

All of the titles in the Microsoft Office 2007 full suite licence bundle use our unique *InFocus* format:

- Single topic per page
- Colour coded for ease of use
- Step by step guided instructions
- Helpful hints and short cuts.

They're excellent as self-paced study guides and brilliant in instructor-led environments making the trainer's life an absolute breeze.

Out-of-the box resources - no more to do...

The Microsoft Office 2007 full suite licence bundle features multiple title variations allowing you to offer short run training, longer-term training, and even syllabus-specific training with titles mapped to national qualifications, without having to do any courseware customisations yourself. You're ready to go as soon as your downloads are done.

Ultimate customisation – make your courseware unique...

But if you do want to tinker with the courseware the Microsoft

"The manuals are presented as a single topic per page; provide guided exercises with plenty of screen shots that are easy to follow and the Challenge Exercises at the end of each chapter are a great revision... As a Trainer, I've never been so well supported. It's no surprise at all that Watsonia Publishing's manuals are the ONLY training manuals I use and recommend to all my clients."

www.watsoniapublishing.com

Peter Harvest – Harvest Consulting

"We use Watsonia Publishing manuals in our short courses because they are clear, concise and easy to follow..."

Laurene Thompson – Continuing Education Bendigo

"Used regularly in the classroom, their training manuals are presented in an easy to follow style and our current cohort of Gen Y students comment that the graphic images make learning much clearer than other textbook style resources."

Catherine Bragagnolo – Box Hill Institute

Office 2007 full suite licence bundle also provides you with unlimited access to our online branding tool; access to *EngineRoom*, our courseware customisation tool; and access to *Ebook Builder*, our online tool for building your own branded ebooks, saving our planet's trees and saving you huge money by reducing your printing costs. And, all courseware content has been developed and is supplied in Microsoft Word format. Too easy...

Great value that enhances your reputation ...

We've been developing our courseware now for more than 20 years. The real value of courseware lies in what it brings to your organisation, and in the way it enhances your reputation in the eyes of your employees, your customers and your clients.

Watsonia Publishing courseware... none better!

This information sheet was produced on Friday, 8 August 2014 and was accurate at the time of printing. Watsonia Publishing reserves its right to alter the content of this licence and its pricing without notice.



47 Greenaway Street Bulleen VIC 3105 Australia ABN 64 060 335 748 Phone: (+44) 0 845 3888 318

info@watsoniapublishing.co.uk www.watsoniapublishing.co.uk

Licence Information

RRP £2,950

plus VAT

Microsoft Office 2007 – Suite Licence Bundle



Licence Code: LIC700

Titles included...

Microsoft	Office 2007 Upgrading
INF705	Upgrading to Microsoft Office 2007 with Outlook
Microsoft	Access 2007
INF741	Microsoft Access 2007 - Module 1
INF742	Microsoft Access 2007 - Module 2
INF743	Microsoft Access 2007 - Level 1
INF744	Microsoft Access 2007 - Level 2
INF745	Microsoft Access 2007 - Level 3
Microsoft	Excel 2007
INF720	Microsoft Excel 2007 - Module 1
INF721	Microsoft Excel 2007 - Module 2
INF722	Microsoft Excel 2007 - Level 1
INF723	Microsoft Excel 2007 - Level 2
INF724	Microsoft Excel 2007 - Level 3
INF775	Microsoft Excel 2007 - Module 1 (with Challenge Exercises)
INF776	Microsoft Excel 2007 - Module 2 (with Challenge Exercises)
INF777	Microsoft Excel 2007 - Level 1 (with Challenge Exercises)
INF778	Microsoft Excel 2007 - Level 2 (with Challenge Exercises)
INF779	Microsoft Excel 2007 - Level 3 (with Challenge Exercises)
Microsoft	Excel 2007 VBA
INF799	Programming in VBA - Microsoft Excel 2007
Microsoft	Outlook 2007
INF725	Microsoft Outlook 2007 - Module 1
INF726	Microsoft Outlook 2007 - Level 1

INF727 Microsoft Outlook 2007 - Level 2

www.watsoniapublishing.com

Extensive Training Resources

All licence titles shown here include:

- Manual files in both PDF and Microsoft Word formats
- ✓ Student exercise files
- ✓ A comprehensive *course outline*
- Pre- and post-course *questionnaires* for both teachers and students
- ✓ A Quick Reference booklet summarising steps from all of the exercises in the course manual
- ✓ A Handy Tips booklet containing all of the hints from the course manual
- Comprehensive test banks including multiple choice, true-false, and written response questions

Unlimited Reproduction Rights

You can print as many titles as you need for as long as you like, provided they are used in accordance with the terms of the Courseware Licence Agreement found on our website.

Lifetime New Titles Guarantee

Remember too that you receive a <u>lifetime</u> Microsoft Office 2007 new titles and resources guarantee. We're constantly developing new titles and coming up with great and innovative ideas. All new titles or resources we develop for this subject will be made available to you even after your purchase is made.

 $^{^{\}rm 2}$ Modules and standalone manuals are designed around a 16 hour training program



Phone: (+44) 0 845 3888 318

info@watsoniapublishing.co.uk www.watsoniapublishing.co.uk

Licence Information

¹ Levels are designed around an 8 hour training program

Microsoft Office 2007 – Suite Licence Bundle



www.watsoniapublishing.com

Microsoft PowerPoint 2007	
INF730	Microsoft PowerPoint 2007 - Module 1
INF732	Microsoft PowerPoint 2007 - Level 1
INF733	Microsoft PowerPoint 2007 - Level 2
INF785	Microsoft PowerPoint 2007 - Module 1 (with Challenge Exercises)
INF787	Microsoft PowerPoint 2007 - Level 1 (with Challenge Exercises)
Microsoft Publisher 2007	
INF750	Microsoft Publisher 2007 - Module 1
INF800	Microsoft Publisher 2007 - Module 1 (with Challenge Exercises)
Microsoft Visio 2007	
INF755	Microsoft Visio 2007 - Module 1
INF805	Microsoft Visio 2007 - Module 1 (with Challenge Exercises)
Microsoft Word 2007	
INF710	Microsoft Word 2007 - Module 1
INF711	Microsoft Word 2007 - Module 2
INF712	Microsoft Word 2007 - Level 1
INF713	Microsoft Word 2007 - Level 2
INF714	Microsoft Word 2007 - Level 3
INF770	Microsoft Word 2007 - Module 1 (with Challenge Exercises)
INF771	Microsoft Word 2007 - Module 2 (with Challenge Exercises)
INF772	Microsoft Word 2007 - Level 1 (with Challenge Exercises)
INF773	Microsoft Word 2007 - Level 2 (with Challenge Exercises)
INF774	Microsoft Word 2007 - Level 3 (with Challenge Exercises)

Microsoft Word 2007 VBA

Licence Code: LIC700

INF798 Microsoft Word 2007 - Programming in VBA



47 Greenaway Street Bulleen VIC 3105 Australia ABN 64 060 335 748 Phone: (+44) 0 845 3888 318

Licence Information