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*Everything
must go*

Marking checklist

Orientation set to Portrait

Canvas height = 15 cm

Canvas width = 10 cm

3 text boxes created

Text entered as shown (sizes, fonts and emphasis similar to that shown)

Artwork saved as **Artwork7**

Artwork printed on A4 paper



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(covers Units 1 to 8) (supplied in Word and PDF format)

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- Suitable for use with ALL Microsoft Office versions and most other software
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 - Print unlimited copies
- Edit yourself to create tailored resources and brand new versions



CLAIT WORKBOOKS (LEVEL 1) CD

(covers Units 1 to 8) (supplied in Word and PDF format)

- 8 step-by-step self-paced guides, fully editable for unlimited printing
 - Carefully mapped to the OCR CLAIT level 1 syllabus
- Edit and revise yourself to reflect system and software upgrades

The workbooks only are based upon: (1: Windows XP/Vista & Word 2003/7) (2: Excel 2003) (3: Access 2003) (4: Publisher 2003) (5: PowerPoint 2003) (6: Publisher 2003 (1 section uses Paint Shop Pro)) (7: FrontPage 2003) (8: Internet Explorer & Outlook 2003/7).

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CLAIT (LEVEL 1) UNIT									
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