

March 6, 2008 Nanaimo Computer Club Meeting

Submitted by Steve Wrayshaw



Niels Jorgensen presented Microsoft Publisher as he used it to produce a newsletter for the Danish Society in Nanaimo. He presented samples of the newsletters and he also showed it as produced for the web in .pdf format. Niels illustrated how he used text boxes and how they were grouped and ungrouped for editing. The neat part was how the text boxes could be moved from page to page. Text boxes can be very useful tools in producing documents.

Niels went to show the large number of various templates that are available in Publisher. They are listed on the next page. Publisher was proven to be a very useful tool for many projects.



Talk about a captive audience. Well Done Niels!

Templates Available in MS Publisher

These are printscreens copied from Publisher to illustrate choices that are presented to the user. There is a trial version of Publisher available to try for 30 days.

The screenshot displays the Microsoft Publisher interface. On the left is a vertical navigation pane titled "Publication Types" with a list of options: Blank Page Sizes, Advertisements, Award Certificates (highlighted in yellow), Banners, Brochures (with a sub-menu for Award Certificates), Business Cards, Business Forms, Calendars, Catalogs, E-mail, Envelopes, Flyers, Gift Certificates, Greeting Cards, Import Word Documents, Invitation Cards, Labels, Letterhead, Menus, Newsletters, Paper Folding Projects, Postcards, Programs, Quick Publications, Resumes, Signs, Web Sites, and With Compliments Cards.

The main window shows the "Newsletters" section. At the top, there are links for "Newer Designs", "Classic Designs", and "Blank Sizes". Below this is a "Microsoft Office Online Templates" section with a link to "View templates from Microsoft Office Online".

The "Newer Designs" section features a grid of newsletter templates. The first row includes "Arrows", "Bounce", "Brocade", "Color Band", "Marker" (highlighted in yellow), "Modular", and "Perforation". The second row includes "PhotoScope", "Simple Divider", and "Tabs" (highlighted in orange).

The "Classic Designs" section features a grid of newsletter templates. The first row includes "Accent Box", "Accessory Bar", "Arcs", "Art Boxes", "Axis", "Banded", and "Bars". The second row contains several more templates, including one with a large graphic of a person.