Tutorials For OpenOffice

INTRODUCTION TO TEMPLATES

A template can be used to open a new text document. That new text document will have all the specific formatting, text, and graphics as determined by the template.

Templates can provide the following advantages;

- save a huge amount of time
- provide consistency
- eliminate errors
- allow a person to do something that he/she could not do without the template
- can predetermine just about anything in a document.

The following tutorials have information about templates:

Create A Template

This tutorial has miscellaneous information about templates. It includes instructions to make your own default template.

Manage Templates

This tutorial explains the management of templates. Subjects covered include Importing, Editing, and Deleting templates.

Create A Template To Write Tutorials For This Website #1

This is one of two tutorials that cover the same area. We are waiting for User comparative feedback of these tutorials.

This tutorial explains how to cerate a template to write tutorials for OpenOffice..

Create A Template To Write Tutorials For This Website #2

This is one of two tutorials that cover the same area.

This tutorial explains how to cerate a template to write tutorials for OpenOffice.

Template For A Simple Letter

This tutorial has basic information about templates. A template is created and saved then the template is used to create a simple letter.

Ready-made Templates

This tutorials has the following ready-made templates: Business Card, Invoice, Letterhead, Letterhead with carbon, newsletter, and Trifold brochure.

utorials are improved by input from users. We solicit your constructive criticism.
E-mail suggestions and comments to **tutorialsforopenoffice@yahoo.com**

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