

Computer Software Applications

ASSIGNMENT CHECKLIST – Essentials of MS Office 2003

1. MS Office WORD 2003 – Practice 1
2. MS Office WORD 2003 – Practice 2
3. MS Office WORD 2003 – Practice 3
4. MS Office WORD 2003 – Practice 4
5. MS Office WORD 2003 – Practice 5
6. MS Office WORD 2003 – Practice 6
7. MS Office WORD 2003 – Practice 7
8. MS Office WORD 2003 – Practice 8
9. MS Office WORD 2003 – Practice 9
10. MS Office WORD 2003 – Practice 10
11. MS Office WORD 2003 – Practice 11
12. MS Office WORD 2003 – Practice 12
13. MS Office WORD 2003 – Practice 13
14. MS Office WORD 2003 – Practice 14
15. MS Office WORD 2003 – Practice 15

1. MS Office EXCEL 2003 – Practice 1
2. MS Office EXCEL 2003 – Practice 2
3. MS Office EXCEL 2003 – Practice 3
4. MS Office EXCEL 2003 – Practice 4
5. MS Office EXCEL 2003 – Practice 5
6. MS Office EXCEL 2003 – Practice 6
7. MS Office EXCEL 2003 – Practice 7
8. MS Office EXCEL 2003 – Practice 8
9. MS Office EXCEL 2003 – Practice 9
10. MS Office EXCEL 2003 – Practice 10
11. MS Office EXCEL 2003 – Practice 11
12. MS Office EXCEL 2003 – Practice 12
13. MS Office EXCEL 2003 – Practice 13
14. MS Office EXCEL 2003 – Practice 14
15. MS Office EXCEL 2003 – Practice 15

Other Subject Assignments (Optional)

PowerPoint 1	PowerPoint 5	Access 1	Access 5	Project #1
PowerPoint 2	PowerPoint 6	Access 2	Access 6	Project #2
PowerPoint 3	PowerPoint 7	Access 3	Access 7	Project #3
PowerPoint 4	PowerPoint 8	Access 4	Access 8	Project #4

Certificate: *MS Office 2003: Essentials Course*
will be granted upon successful completion of assignments