

The 2007 Microsoft Office System

Ease of Access (Accessibility)

- * [Use access keys from Office 2003 in Ribbon programs](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100860491033&CTT=4&Origin=EC101954481033) (1 mins, Short Topic)
- * [Use the keyboard to work with Ribbon programs](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100919081033&CTT=4&Origin=EC101954481033) (5 mins, Short Topic)

Getting help

- * [Find the content you need in the Help window](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100487801033&CTT=4&Origin=EC101954481033) (5 mins, Reference Topic)
- * [Get targeted help on a program or feature](http://office.microsoft.com/search/redirect.aspx?AssetID=HA101065261033&CTT=4&Origin=EC101954481033) (2 mins, Article)

New user interface

- * [Use the Ribbon](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100898951033&CTT=4&Origin=EC101954481033) (5 mins, Short Topic)

Microsoft Office Excel 2007

Ease of Access (Accessibility)

- * [Excel shortcut and function keys](http://office.microsoft.com/search/redirect.aspx?AssetID=HP100738481033&CTT=4&Origin=EC101954481033) (5 mins, Reference Topic)

Getting started

- * [Get up to speed with Excel 2007](http://office.microsoft.com/search/redirect.aspx?AssetID=RC100620751033&CTT=4&Origin=EC101954481033) (25 mins, Training Course - Web-based (online only))

New user interface

* [Interactive: Excel 2003 to Excel 2007 command reference guide](http://office.microsoft.com/search/redirect.aspx?AssetID=HA101491511033&CTT=4&Origin=EC101954481033) (5 mins, Guided Example)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HA101491511033&CTT=4&Origin=EC101954481033>

* [Locations of Excel 2003 commands in Excel 2007](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100860481033&CTT=4&Origin=EC101954481033) (5 mins, Reference Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100860481033&CTT=4&Origin=EC101954481033>

New file format / conversion / upgrading

[Check a workbook for compatibility with earlier versions of Excel](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100775041033&CTT=4&Origin=EC101954481033) (2 mins, Short Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100775041033&CTT=4&Origin=EC101954481033>

[Excel 2007 formatting and features that are not transferred to other file formats](http://office.microsoft.com/search/redirect.aspx?AssetID=HP100141051033&CTT=4&Origin=EC101954481033) (5 mins, Short Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HP100141051033&CTT=4&Origin=EC101954481033>

[File formats that are supported in Excel](http://office.microsoft.com/search/redirect.aspx?AssetID=HP100141031033&CTT=4&Origin=EC101954481033) (5 mins, Reference Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HP100141031033&CTT=4&Origin=EC101954481033>

[Open an Excel 2007 workbook in an earlier version of Excel](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100141071033&CTT=4&Origin=EC101954481033) (5 mins, Short Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100141071033&CTT=4&Origin=EC101954481033>

[Save a workbook in another file format](http://office.microsoft.com/search/redirect.aspx?AssetID=HP100141041033&CTT=4&Origin=EC101954481033) (2 mins, Short Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HP100141041033&CTT=4&Origin=EC101954481033>

[Use Office Excel 2007 with earlier versions of Excel](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100775611033&CTT=4&Origin=EC101954481033) (5 mins, Short Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100775611033&CTT=4&Origin=EC101954481033>

Microsoft Office Outlook 2007

Ease of Access (Accessibility)

[Keyboard shortcuts for Outlook](http://office.microsoft.com/search/redirect.aspx?AssetID=HP012303961033&CTT=4&Origin=EC101954481033) (5 mins, Reference Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HP012303961033&CTT=4&Origin=EC101954481033>

[Use the keyboard to work with the Ribbon](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100919081033&CTT=4&Origin=EC101954481033) (5 mins, Short Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100919081033&CTT=4&Origin=EC101954481033>

What's new

* [Discontinued features and modified functionality in Outlook 2007](http://office.microsoft.com/search/redir.aspx?AssetID=HA100926831033&CTT=4&Origin=EC101954481033) (10 mins, Reference Topic)
<http://office.microsoft.com/search/redir.aspx?AssetID=HA100926831033&CTT=4&Origin=EC101954481033>

Getting started

[Categorize and find e-mail more effectively](http://download.microsoft.com/download/7/2/e/72e28ec3-ba0f-436f-9086-d0cb815bfed8/EMailBasics_GS_E.ppt) (8 mins, Training Course - in PowerPoint (downloadable))
http://download.microsoft.com/download/7/2/e/72e28ec3-ba0f-436f-9086-d0cb815bfed8/EMailBasics_GS_E.ppt

* [Get up to speed with Outlook 2007](http://office.microsoft.com/search/redir.aspx?AssetID=RC101153581033&CTT=4&Origin=EC101954481033) (35 mins, Training Course - Web-based (online only))
<http://office.microsoft.com/search/redir.aspx?AssetID=RC101153581033&CTT=4&Origin=EC101954481033>

[Subscribe to RSS feeds using Vista, SharePoint, and Outlook](http://download.microsoft.com/download/7/9/8/798c6929-dda2-4dc0-a6c8-aa88cbb93ef/SubscribingToWebContentWithRSS_GS_E.ppt) (8 mins, Training Course - in PowerPoint (downloadable))
http://download.microsoft.com/download/7/9/8/798c6929-dda2-4dc0-a6c8-aa88cbb93ef/SubscribingToWebContentWithRSS_GS_E.ppt

Microsoft Office PowerPoint 2007

Working with your new program

[Download get-started training for the 2007 Microsoft Office system](http://office.microsoft.com/search/redir.aspx?AssetID=HA102146851033&CTT=4&Origin=EC101954481033) Microsoft Office PowerPoint 2007 has a new look. To help you get comfortable and productive, download a connection to training resources right into PowerPoint, so that itâ€™s where you want it when you need it. (5 mins, Article)
<http://office.microsoft.com/search/redir.aspx?AssetID=HA102146851033&CTT=4&Origin=EC101954481033>

This add-in adds a Get Started tab to the Microsoft Office PowerPoint 2007 Ribbon. Commands on this tab give you easy access to free content on Office
Online that helps you learn PowerPoint 2007 quickly.

Ease of Access (Accessibility)

[Keyboard shortcuts for PowerPoint 2007](http://office.microsoft.com/search/redir.aspx?AssetID=HP101547101033&CTT=4&Origin=EC101954481033) (5 mins, Reference Topic)
<http://office.microsoft.com/search/redir.aspx?AssetID=HP101547101033&CTT=4&Origin=EC101954481033>

Getting started

* [Get up to speed with PowerPoint 2007](http://office.microsoft.com/search/redir.aspx?AssetID=RC100687671033&CTT=4&Origin=EC101954481033) (25 mins, Training Course - Web-based (online only))
<http://office.microsoft.com/search/redir.aspx?AssetID=RC100687671033&CTT=4&Origin=EC101954481033>

New user interface

* [Interactive: PowerPoint 2003 to PowerPoint 2007 command reference guide](#) (0 mins, Guided Example)

<http://office.microsoft.com/search/redirect.aspx?AssetID=HA101490761033&CTT=4&Origin=EC101954481033>

[Locations of PowerPoint 2003 commands in PowerPoint 2007](#) (5 mins, Reference Topic)

<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100666231033&CTT=4&Origin=EC101954481033>

New file format / conversion / upgrading

[Features that are lost when you open in PowerPoint 2007 a presentation created in an earlier version of PowerPoint](#) (2 mins, Short Topic)

<http://office.microsoft.com/search/redirect.aspx?AssetID=HA101676841033&CTT=4&Origin=EC101954481033>

[File formats that are supported in PowerPoint 2007](#) (5 mins, Reference Topic)

<http://office.microsoft.com/search/redirect.aspx?AssetID=HP012261711033&CTT=4&Origin=EC101954481033>

[Open a PowerPoint 2007 presentation in an earlier version of PowerPoint](#) (5 mins, Article)

<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100703231033&CTT=4&Origin=EC101954481033>

[Use PowerPoint 2007 to open or save a presentation in another file format](#) (1 mins, Short Topic)

<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100809671033&CTT=4&Origin=EC101954481033>

Microsoft Office Word 2007

Working with your new program

[Download get-started training for the 2007 Microsoft Office system](#) Microsoft Office Word 2007 has a new look. To help you get comfortable and productive, download a connection to training resources right into Word, so that it's where you want it when you need it. (0 mins, Article)

<http://office.microsoft.com/search/redirect.aspx?AssetID=HA102146851033&CTT=4&Origin=EC101954481033>

This add-in adds a Get Started tab to the Microsoft Office Word 2007 Ribbon. Commands on this tab give you easy access to free content on Office

Online that helps you learn Word 2007 quickly.

Ease of Access (Accessibility)

[Keyboard shortcuts for Word](#) (5 mins, Short Topic)

<http://office.microsoft.com/search/redirect.aspx?AssetID=HP101476261033&CTT=4&Origin=EC101954481033>

Getting started

- * [Up to speed with Word 2007](http://office.microsoft.com/search/redirect.aspx?AssetID=RC100664431033&CTT=4&Origin=EC101954481033) (25 mins, Training Course - Web-based (online only))
<http://office.microsoft.com/search/redirect.aspx?AssetID=RC100664431033&CTT=4&Origin=EC101954481033>

New user interface

- * [Interactive: Word 2003 to Word 2007 command reference guide](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100744321033&CTT=4&Origin=EC101954481033) (5 mins, Guided Example)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100744321033&CTT=4&Origin=EC101954481033>

- * [Locations of Word 2003 commands in Word 2007](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100625841033&CTT=4&Origin=EC101954481033) (5 mins, Reference Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100625841033&CTT=4&Origin=EC101954481033>

New file format / conversion / upgrading

- * [Open a Word 2007 document in an earlier version of Word](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100444731033&CTT=4&Origin=EC101954481033) (5 mins, Short Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100444731033&CTT=4&Origin=EC101954481033>

- [Use Word 2007 to open documents created in previous versions of Word](http://office.microsoft.com/search/redirect.aspx?AssetID=HA100444751033&CTT=4&Origin=EC101954481033) (2 mins, Short Topic)
<http://office.microsoft.com/search/redirect.aspx?AssetID=HA100444751033&CTT=4&Origin=EC101954481033>