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**A Guide for Transcriptionists, Editors,  
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Fourth Edition

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# Medical Transcriptionists Guide To Microsoft Word

**Marcy O. Diehl**

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**The Medical Transcriptionist's Guide to Microsoft Word** Laura Bryan,2007 *Technology for the Medical Transcriptionist* Laura Bryan,2009 This text is the first resource to satisfy the Association for Healthcare Documentation Integrity model curriculum requirement for technology This book will function as the core textbook for training programs and as a manual for professional transcriptionists in need of additional technology and electronic efficiency information The book covers concepts that are foundational to all versions of Windows and then provides detailed information on Windows XP and Vista XP specific and Vista specific pages are clearly marked for the reader's convenience To maintain the book's currency and relevancy significant changes in technology will be published on a companion Website This Website will also include links to recommended resources and third party sites Marginal icons throughout the text direct readers to online information

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