



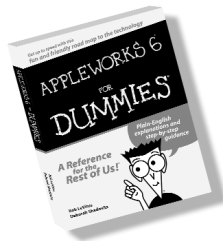
AppleWorks 6 Training Materials

The AppleWorks User Group's comprehensive offerings, lowest prices and satisfaction guarantee make AWUG your best source for AppleWorks 6 tutorials, books, videos, templates and other instructional materials.



The AppleWorks Journal

The *AppleWorks Journal*, AWUG's monthly 24-page AppleWorks newsletter, is filled with valuable step-by-step articles that will help you use the power and flexibility of AppleWorks. The easy-to-read articles in the *AppleWorks Journal* suggest new uses for the program, answer frequently asked questions, and review enhancement software and accessories. If you use AppleWorks, you should read the *AppleWorks Journal*. Your subscription to the *AppleWorks Journal* includes free membership in the AppleWorks Users Group (AWUG). With more than 15,000 members in 51 countries, AWUG provides more than a dozen valuable services to AppleWorks users. Ten issues annually: \$39.



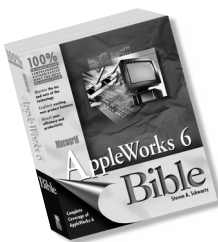
AppleWorks 6 for Dummies

Here's the friendly help you need to learn AppleWorks 6. This entertaining guide will get you started with AppleWorks. You'll learn how to create simple documents, graphics, databases and spreadsheets. And *AppleWorks 6 for Dummies* offers dozens of tips and suggestions to help you get started. This is the perfect book for people who want a relaxed introduction to AppleWorks 6. 358 pages. (This book provides only limited coverage of database and spreadsheet functions, charts and graphs.) List: \$19.99. AWUG special: \$15.99.



AppleWorks 6: The Missing Manual

AppleWorks 6 includes an extensive on-line help system, but here is the perfect book for AppleWorks users who prefer printed documentation for their software. This 440-page authoritative guide tells you everything you would find in a well-written manual for AppleWorks 6. The book is filled with tips and helpful sidebars for beginners through intermediate/advanced users. (Spreadsheet and database functions are covered in a comprehensive appendix that you download from the company's website.) List: \$19.95; AWUG special: \$14.99.



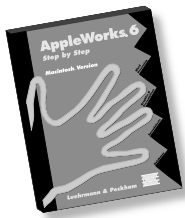
Macworld AppleWorks 6 Bible

IDG's *Macworld AppleWorks 6 Bible* is the most comprehensive, well-written resource for AppleWorks 6. The *Bible's* 19 chapters teach you everything you should know about AppleWorks. Includes expansive coverage of the program's new features and more than 100 tips for beginners, intermediate and advanced users. Comprehensive coverage of every feature and function in AppleWorks 6. Fully indexed. This book is a *must* for every serious AppleWorks 6 user's library. 600 pages. List: \$34.99. AWUG special: \$27.99.



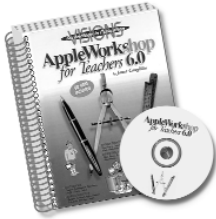
AppleWorks 6 Videos from MacAcademy

AppleWorks 6 Videos: Seven award-winning MacAcademy instructional videotapes that will teach you everything you need to know about AppleWorks. **Overview** introduces the features that make AppleWorks so powerful and unique; **Word Processing** shows you step-by-step how to create and print a document; **Database** teaches you how to create and use your first AppleWorks database; **Spreadsheet** has you plan, create and print an AppleWorks spreadsheet; **Graphics** shows you how to use AppleWorks' drawing and painting tools; **Presentations and the Internet** teaches you how to create attractive presentations and takes you step-by-step through AppleWorks' new internet features; **Advanced Features** is filled with great ideas for intermediate and advanced users. Each 90-minute video costs \$39.95. (List price: \$59.) All seven videos for \$259.95.



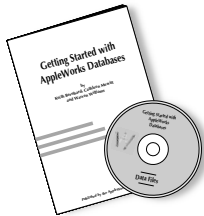
AppleWorks 6 Step by Step

AppleWorks 6 Step by Step is a comprehensive collection of five-minute lessons on AppleWorks. Each page of this 175-page spiral bound book contains an easy-to-follow lesson that teaches you an important AppleWorks skill. Want to learn how to use mail merge? Page 56 has the step by step guide. Page 141 shows you how to find specific database records. Page 88 shows you how to create presentations, and page 44 teaches you how to create tables. Over 125 AppleWorks skills in all. List: \$29.95. AWUG special: \$19.95.



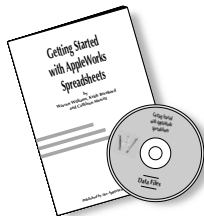
AppleWorkshop for Teachers

This 295-page book and CD-ROM package is designed for teachers who want to learn AppleWorks 6. The lessons take you step-by-step through all the AppleWorks environments. By the time you're done, you'll be creating sophisticated word processor documents, databases, spreadsheets, slide shows and more. The accompanying CD contains all the files you need to complete the lessons in this jam-packed manual. List: \$39.95. AWUG special: \$29.95.



Getting Started with AppleWorks Databases

Here is the best way to learn how to use AppleWorks 6's database module. The eight step-by-step lessons in this 104-page tutorial teach you (or your students) how to create your first database, how to select records, how to create on-screen layouts and printed reports, and how to enhance your reports with graphics. The accompanying CD contains all the files you need to complete these easy-to-follow lessons. Ideal for self-instruction and for a two-week class on AppleWorks' database. List: \$24.95. AWUG special: \$19.95.



Getting Started with AppleWorks Spreadsheets

AppleWorks includes powerful spreadsheet tools that perform calculations and prepare tables, charts and graphs. But creating your first spreadsheet can be daunting. *Getting Started with AppleWorks Spreadsheets* makes it easy. The ten carefully written lessons in this book/CD package take you step-by-step through the process of creating financial and gradebook spreadsheets and charting your data. Perfect for a two-week course on AppleWorks spreadsheets. 128 pages. List: \$24.95. AWUG special: \$19.95.



AWUG's AppleWorks 6 Wall Charts and Reference Sheets

AppleWorks offers dozens of single-click buttons and keystroke commands that can speed your work. Here are two quick-reference guides that will help you learn and use these time-saving features. AWUG's poster-size, four-color, heavy weight wall charts are ideal for your office, classroom or laboratory. Available for AppleWorks' Keystroke Commands and Buttons. Either chart: \$9.95. Both charts: \$14.95. These wall charts are also available as AWUG's AppleWorks 6 Reference Sheets, printed in color on two-sided 8½ x 13 inch heavy-weight enamel card stock. \$19.95 for a pack of 25.

Please send:

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