



# Microsoft Project 2010 Quick Start Reference Card, 6-page Tri-fold Tips & Tricks Shortcut Training &

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**Do Better Work, Faster!**

*BrainStorm, Inc.* the leading industry provider of end-user software training, offers 360 degrees of instruction for Microsoft Project 2010. This 6-page, tri-fold, illustrated quick reference training card, offers a variety of beginning and intermediate Project 2010 tasks, shortcuts, and other resources. Not only will you become more familiar with Project, but your productivity will skyrocket and you'll be able to do better work faster.

Topics include an in-depth discussion on:

The Ribbon, Getting Started, Using the File Tab, Using the Timeline View, Formatting the Gantt Chart, Using Inactive Tasks, Managing Resources and so much more!

**Plus, you get access to FREE video content**, showcasing additional features to increase the depth of your Project training.

This BrainStorm Quick Start Card is the ultimate reference guide for learning all the ins and outs of Microsoft Project 2010.

## **Key Product Features:**

Professional Software Training and Learning for Project 2010

Full color screen shots and graphics to help demonstrate Project tasks

Entire list of keyboard shortcuts for quick reference

Sections organized by learning topics; beginner and intermediate Project users

Accompanying videos provide an even deeper look into Project 2010

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