



BARNES BUSINESS SOLUTIONS

Newsletter

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Microsoft Office 2010 Technology Guarantee

Are you concerned that you should wait before purchasing Office 2007 since Office 2010 will be available so soon? There is no longer any need to

Dear Maria,

This month's newsletter highlights a recently announced Microsoft Office 2010 Technology guarantee, available Guides to the Office 2007 ribbon, and a demo on a new feature in Access 2007, how to Collect data in Access 2007 by using e-mail.

I hope you find something that catches your eye!

[Guides to the Ribbon: Use Office 2003 menus to learn the Office 2007 user interface](#)

Although I published some of these individual links in a past newsletter, Microsoft now has more tools available to help those of you who are switching from an older version of Microsoft Office to Office 2007. Their guides come in three formats: interactive online guides which you could mark as Favorites, downloadable interactive guides, and Excel mapping workbooks. Visit [Guides to the Office 2007 Ribbon](#) to view these guides for Access, Excel, Outlook, PowerPoint, and Word.

[Collect data in Access 2007 by using e-mail](#)

Did you know that you can use e-mail messages to add or update data in your Access 2007 databases? View a demo of how to do this at [Demo: Collect data in Access 2007 by using e-mail](#). There is also a link to a text version of HowTo! Of course, there are limitations to this wizard - like your data source must be a flat file (one table) as opposed to a multi-table query. Your email is also relatively limited to a Subject line and brief discription at the top of the created form, and finally your recipient must accept HTML emails. Still, I think this is a very nice addition to Access (and a great replacement for the old web forms that are no longer included post 2003).

If you are trying this yourself, remember to test it first on a few "rows" of a

wait.

Office 2007 purchased after March 5, 2010 and before September 30, 2010 will be eligible for a free upgrade to the same version of Office 2010. This upgrade must be done before October 31, 2010.

Details about the technology guarantee can be found at [Microsoft Office 2010 Technology Guarantee: FAQ](#)

able to make sure you get the results you desire before sending out something to 1000 potential clients! If you would like assistance implementing Access 2007 addition or update of data through e-mail, give us a call at 630-715-4452 or email [Maria Barnes](#).

Following my own recommendations, I have waited nearly 6 months (since the October 22, 2009 release to retail date) to put Windows 7 on my computer. I currently have a new system with Windows 7 on order. I have been using Windows 7 at one of my clients routinely for the last couple of months and I must say I am relatively impressed. I have had little difficulties adjusting to the new UI or with program compatibility.

Let's hope my own personal experience goes as smoothly! I will keep you updated in the months to come.

Sincerely,

Maria Barnes
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