



# Microsoft Project 2013 Training & Quick Tips, Tricks & Shortcuts - 6 Page Tri-Fold (Software Quick Reference Cards)

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**Do Better Work, Faster!**

*BrainStorm, Inc.* the industry-leading provider of end-user software training, offers 360 degrees of instruction for Microsoft Project 2013. This 6-page, tri-fold, illustrated quick reference training card, offers a variety of beginning and intermediate Project 2013 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, Creating a New Project, Understanding the Gantt Chart, Using Views, Working with Tasks, Linking Tasks, Tracing Task Paths, Adding a Milestone, Managing Resources, Communicating with Microsoft Lync, Working with Calendars, Tracking Progress 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 2013.

## **Key Product Features:**

Professional Software Training and Learning for Project 2013

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 2013

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