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**Cover Page for Word 2007:**

Sometimes your Word documents would benefit from a fancy cover page. Instead of boring black centered text on a white background with the document name and title, why not add color, modern graphics, or a photograph? To add a cover page to your document choose the Insert tab in the Ribbon. In the Pages group, click the "Cover Page" option. Click and choose your desired cover page template to add the cover page. In the cover page, double-click on the fields to edit the appropriate text. Now you have something impressive.

**Finding Excel's Serial Number:**

When you installed Microsoft Excel, you were asked for a key to install the software. The installation program displayed a product ID code that you were told to write down. This product ID is your serial number. If you ever need to get technical support from Microsoft, you need to supply that product ID code. Here's what you must do to expose this number. Click the Office button, then Options. Click Resources, and then click About. Excel displays the About Microsoft Excel dialog box, and this dialog box contains your product ID code. Write it down where you can find it next time you need assistance. The software may not be functioning and you will be at a disadvantage.

**The Cooking Detective:**

I do not do a lot of creative cooking but I love to eat. My sisters, on the other hand, are excellent chefs. I just found a website called SuperCook.com. What a comprehensive place to hang out. This site gathers most every recipe listed on the major cooking web pages. You really have to try this one. Once you land on the home page you start entering ingredients that you already have in your home. It keeps a list of them while suggesting recipes that will include them. On top of all this, they will offer some other ingredients you may want to obtain to make a variety of other goodies. Who creates all these wonderful websites? Thank you.

**Senior Discount:**

It is not just time for the kids to return to learning. You can too. I am offering a 20% discount on my hourly rate for personal tutoring. For those 60 and over, I will come to your home and help with any computer questions you may have. I have an endless amount of patience and knowledge. Give me a call 419-885-4255 today. My fall group classes are forming as well. Check my website for details.

*Janis Weber, owner of Ohio Computer Training, is a personal computer instructor. E-mail any specific questions or comments to [jwpctutor@gmail.com](mailto:jwpctutor@gmail.com) or contact her for on-site assistance at 419-885-4255. Please offer your suggestions for another issue. Fall group classes are now listed on her website: [www.ohcomputertraining.com](http://www.ohcomputertraining.com).*