

Prioritize Plus



Pocket Guide

Add Contact to Phonebook

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Add Contact].
- Step 2** Select [Phone] icon, then click [Add Contact].
- Step 3** Complete the details and click [Save].

Add Buddy

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Add Buddy].
- Step 2** Tick [X] the desired contact and then click [Add Buddy].



Make a Call

- Step 1** Enter the tel. no. in the Dial [] box.
- Step 2** Click [Call].

Make a Call via Phonebook/Buddy List

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Phone].
- Step 2** Click a name in the Phonebook/Buddy List for the Phonebook record, select the tel. no. from the pull-down menu first.

Pick up your handset when it rings and let connected.

Make a Conference Call

- Step 1** Enter the tel. no. in the Dial [] box and press [Add] on your keyboard, or click the [Add] to the name from the Phonebook/Buddy list to add the telephone no./ the name into the call list.
- Step 2** Click [Call] to initiate the conference call.

Listen to Voicemail

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Mail].
- Step 2** Click [Mail] under Subject to listen your chosen Voicemail.



Personal Fax

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Fax].
- Step 2** Enter the fax no. [] in the input box or select fax no. from [SelectFax], then click [Send].
- Step 3** Click [Send] to upload your file and then click [Send].

Webmail

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Mail].
- Step 2** Click the sender name to view the new message or click [New] to write a new message.

「優先自選通訊」服務



使用錦囊

在電話簿內新增聯絡人

- 步驟一** 請在「優先自選通訊」工具列中按下 [▼] 選擇新增聯絡人 [Add Contact]。
- 步驟二** 選擇 [Phone] 的圖示，然後按 [Add Contact]。
- 步驟三** 輸入聯絡人資料，然後按 [Save]。

新增夥伴

- 步驟一** 請在「優先自選通訊」工具列中按下 [▼] 選擇新增聯絡人 [Add Contact]。
- 步驟二** 對電話簿夥伴名單中，選擇並按你想加入之聯絡人，然後按 [Add Contact]。



撥號

- 步驟一** 於號碼 [] 內輸入你想撥出的電話號碼。
- 步驟二** 按 [Call] 打電話開始通訊。

以電話簿夥伴名單撥號

- 步驟一** 請在「優先自選通訊」工具列中按下 [▼] 選擇新增聯絡人 [Add Contact]。
- 步驟二** 於電話簿夥伴名單中，選擇並按你想加入之聯絡人，然後按 [Add Contact]。

當你的電話鈴聲響起時，請接聽電話。

電話會議

- 步驟一** 在號碼 [] 內輸入你想撥出的電話號碼，然後按號碼上的 [Add] 或於電話簿夥伴名單中 [Add] 選擇你想撥出電話號碼之聯絡人，然後按 [Add Contact]。
- 步驟二** 按 [Call] 打電話開始通訊。

收發留言信箱

- 步驟一** 請在「優先自選通訊」工具列中按下 [▼] 選擇新增聯絡人 [Add Contact]。
- 步驟二** 於號碼下 [Add] 選擇你想收發留言。



私人傳真

- 步驟一** 請在「優先自選通訊」工具列中按下 [▼] 選擇新增聯絡人 [Add Contact]。
- 步驟二** 於號碼 [] 內輸入你想撥出的電話號碼，然後按 [Add Contact]。
- 步驟三** 按 [Send] 上傳要傳真的文件，然後按 [Send]。

網上電郵

- 步驟一** 請在「優先自選通訊」工具列中按下 [▼] 選擇新增聯絡人 [Add Contact]。
- 步驟二** 於號碼下 [Add] 選擇你想收發留言。

Pocket Guide Template For Word

**Evan Lenz, Mary McRae, Simon St.
Laurent**



Pocket Guide Template For Word:

Word Pocket Guide Walter J. Glenn, 2002 Microsoft Word the ubiquitous word processing program we all know and love So rich in features is Word that regardless of your level of expertise there s always more you can master Whether you are a power user help desk staff or anyone who wants to use advanced shortcuts or solve problems you ll want to keep a copy of the Word Pocket Guide nearby Packed with information this compact guide is a useful condensed tool that covers Microsoft Word s keyboard shortcuts user interface commands and tasks This handy little book is easy to use anywhere it s the perfect quick reference for all users who want to complete tasks faster without having to plow through a thousand page tutorial The Word Pocket Guide covers Word 2002 2000 and 97 It includes A brief explanation of how Word works behind the scenes An extensive guide section for common tasks as well as little known solutions Reference tables for keyboard shortcuts regular expressions and common file locations If you re new to Word this book will get you up to speed quickly If you consider yourself an advanced user you ll be surprised and pleased with some of the new Word tricks this book will teach you

Word Pocket Guide Walter Glenn, 2004-04-26 Millions of people use Microsoft Word every day and chances are you re one of them Like most Word users you ve attained a certain level of proficiency enough to get by with a few extra tricks and tips but don t get the opportunity to probe much further into the real power of Word And Word is so rich in features that regardless of your level of expertise there s always more to master If you ve ever wanted a quick answer to a nagging question or had the thought that there must be a better way then this second edition of Word Pocket Guide is just what you need Updated for Word 2003 this compact book covers Microsoft Word s keyboard shortcuts user interface commands and tasks Following an overview of fundamental Word concepts the guide explains how to accomplish specific tasks such as formatting spelling editing printing customizing and more It also provides reference tables so you can quickly zoom in on the information you need like keyboard shortcuts regular expressions and common file locations This handy little book makes a perfect quick reference when you want to complete tasks faster without having to plow through a thousand page tutorial Word Pocket Guide Second Edition is ideal for those making the move to Word 2003 In addition it covers Word 2002 2000 and 97 The book includes A brief explanation of how Word works behind the scenes An extensive guide section for common tasks as well as little known solutions Reference tables for keyboard shortcuts regular expressions and common file locations If you re a Word power user help desk staff or anyone who wants to use advanced shortcuts or solve problems Word Pocket Guide Second Edition is a must have *The Complete Idiot's Pocket Guide to Word for Windows* Sherry Kinkoph, 1993 The Complete Idiot s Pocket Guide to Word for Windows distills the most essential information from the original Idiot s Guide and presents it in a handy lightweight guide Organized by task the book provides a fast and easy refresher on how to start the program create and edit a document add a few fancy touches save it print it and get on with your life **Vest-pocket Guide to Business Writing** Deborah Dumaine, 1997 Fast accurate answers to all your business writing questions will be at your

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, **SharePoint Office Pocket Guide** Jeff Webb,2005-06-21 SharePoint Office Pocket Guide is the quick path to sharing documents and building lists Written specifically for users of Microsoft Word Excel and Outlook it covers the ins and outs of SharePoint clearly and concisely Within minutes you ll understand how to Create team sites document libraries and shared workspaces Add web parts to create custom pages Build searchable libraries of PDF files Link local copies of Word and Excel files to SharePoint workspace copies Reconcile changes from multiple authors Review document history Use the Explorer Views to drag and drop files into SharePoint quickly Create data lists that look up values from other lists look up tables Group total and filter list items using views Use InfoPath form libraries to collect data You get the how and why of the top tasks without the tedious menu by menu walkthroughs that take hundreds of pages but add little value SharePoint Office

Pocket Guide also includes a guide to online resources that expand your knowledge of specific topics *A Pocket Guide to Prayer* Steve Harper,2013-11-01 In response to comments from booksellers and readers Upper Room Books has reissued A Pocket Guide to Prayer in a slightly larger trim size with a new leatherlike cover The content is exactly the same as the first edition which had a brown satiny paperback cover This lovely classic and compact book contains a wealth of information such as helps for praying up to 5 times a day over 100 prayers hymn texts and psalms Harper also explains how to create a personal Rule of Life and how to read scripture meditatively lectio divina He includes a reading list to help you grow in your prayer life Tuck this classic prayer book in your pocket or purse and you have at your fingertips all you need to make a daily connection with God Word 2003 For Dummies Dan Gookin,2011-03-03 Want to write great looking documents but can't seem to get a handle on paragraph structuring Unfamiliar with some of the buttons and functions on your menu bar Need to add page numbers for a paper but can't find the controls Word 2003 For Dummies will show you the quick and easy way to navigate through the trickiness of Microsoft Word This book will be your comprehensive guide to using this word processor like a pro Word 2003 For Dummies shows you all the essentials of building reviewing and adding cool new features to Word documents No wonder the previous editions sold over 1.7 million copies This book makes it easy to catch on because it

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Essential SharePoint 2007 Jeff Webb,2007-09-11 If you're considering the vastly improved 2007 version of SharePoint this concise practical and friendly guide will teach you how to get the most from the latest version of Microsoft's information sharing and collaboration platform Essential SharePoint 2007 demonstrates how your business can use SharePoint to control documents structure workflow and share information over the Web using standard tools business users already know Microsoft Office and Internet Explorer Written in a conversational tone by internationally recognized SharePoint consultant and trainer Jeff Webb this book helps SharePoint administrators site owners and power users quickly gain the skills necessary to perform a wide variety of tasks for intranet and extranet web sites and explains what's new in SharePoint 2007 for experienced SharePoint 2003 administrators Essential SharePoint 2007 teaches you how to Use SharePoint 2007 with Outlook Word and Excel and as a document management tool replacing for example shared network drives with libraries

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FUNDAMENTALS OF MEDICAL IMAGE PROCESSING USING MATLAB MAJUMDER, DWIJESH KUMAR DUTTA, RAY, DIPANKAR, 2022-07-01 The book is designed as per the present requirement of subject It acquaints the students readers with fundamental image processing concepts and methodologies for better understanding and more meaningful retrieval of information of the internal structure of human organs In the book various concepts of image processing are discussed for different modalities of medical imaging such as CT MRI PET and SPECT The book covers various important topics such as Programming in MATLAB Biomedical Imaging Artificial Neural Network and Image Processing The chapters on image enhancement segmentation shape analysis registration visualization and retrieval make this book very comprehensive and useful for the students readers The exercises and examples given in each chapter will be very helpful to better understand the topics and to do quick revision KEY FEATURES 1 Artificial Neural Network in image processing is described briefly 2 Different modalities of image processing are discussed in the book 3 Shape theoretic approach of image processing is also discussed 4 Chapters on Programming in MATLAB Biomedical Imaging ANN Medical Image Modalities Image Enhancement Segmentation Shape Analysis Registration Visualization and Retrieval make the book very comprehensive TARGET AUDIENCE 1 B Tech M Tech CSE IT Engineering Physics and Mathematics and Computing 2 MCA **Office 2003 XML** Evan Lenz, Mary McRae, Simon St. Laurent, 2004-05-28 An exploration of the relationship between XML and Office 2003

examining how the various products in the Office suite both produce and consume XML Beginning with an overview of the XML features included in the various Office 2003 components it provides guidance on how to import or export information from Office documents into other systems

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Table of Contents Pocket Guide Template For Word

1. Understanding the eBook Pocket Guide Template For Word
 - The Rise of Digital Reading Pocket Guide Template For Word
 - Advantages of eBooks Over Traditional Books
2. Identifying Pocket Guide Template For Word
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Pocket Guide Template For Word
 - User-Friendly Interface
4. Exploring eBook Recommendations from Pocket Guide Template For Word

- Personalized Recommendations
- Pocket Guide Template For Word User Reviews and Ratings
- Pocket Guide Template For Word and Bestseller Lists
- 5. Accessing Pocket Guide Template For Word Free and Paid eBooks
 - Pocket Guide Template For Word Public Domain eBooks
 - Pocket Guide Template For Word eBook Subscription Services
 - Pocket Guide Template For Word Budget-Friendly Options
- 6. Navigating Pocket Guide Template For Word eBook Formats
 - ePub, PDF, MOBI, and More
 - Pocket Guide Template For Word Compatibility with Devices
 - Pocket Guide Template For Word Enhanced eBook Features
- 7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Pocket Guide Template For Word
 - Highlighting and Note-Taking Pocket Guide Template For Word
 - Interactive Elements Pocket Guide Template For Word
- 8. Staying Engaged with Pocket Guide Template For Word
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Pocket Guide Template For Word
- 9. Balancing eBooks and Physical Books Pocket Guide Template For Word
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Pocket Guide Template For Word
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Pocket Guide Template For Word
 - Setting Reading Goals Pocket Guide Template For Word
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Pocket Guide Template For Word

- Fact-Checking eBook Content of Pocket Guide Template For Word
- Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
- 14. Embracing eBook Trends
 - Integration of Multimedia Elements
 - Interactive and Gamified eBooks

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