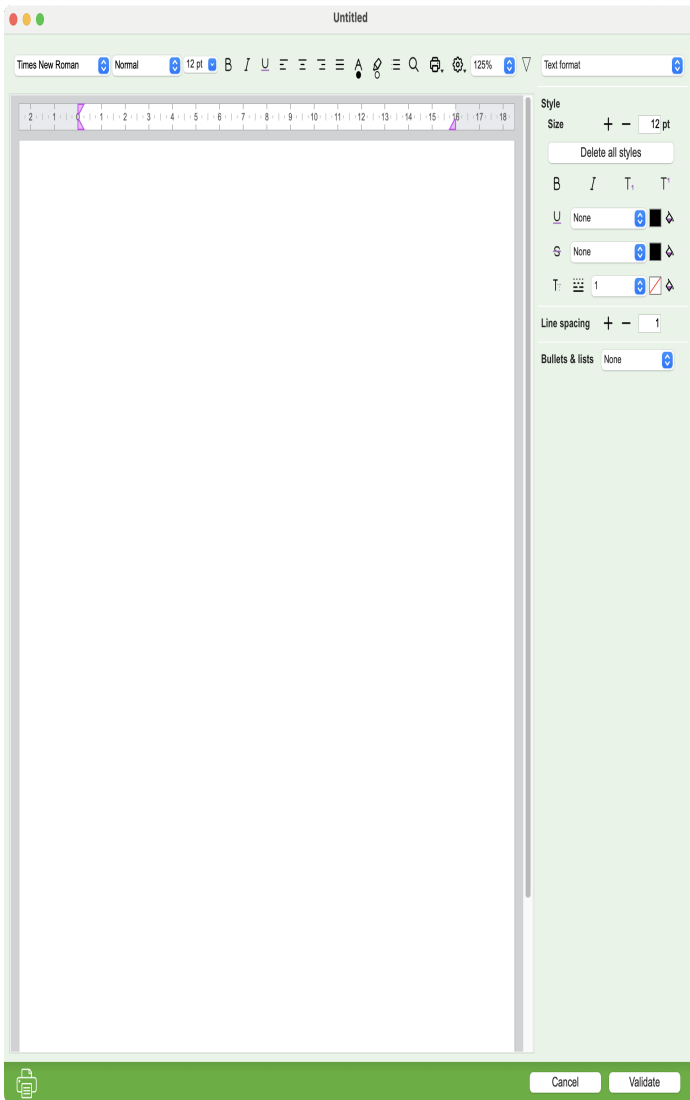


The word processor editing window

2188 May 24, 2024 Events, Template letters, Word processor

When you access the word processor, the software's usual menus are deactivated and a new, empty document is displayed.

The word processor window consists of the following areas:



At the top, the **button bar** for text formatting.

Below the button bar, the **word processor area**.

On the right, a **sidebar** offering additional options.

At the bottom, buttons to print, cancel and validate the document.

In Template Letters and Events in Business, the window contains additional fields and buttons.

Online URL: <https://om-bm.knowledgebase.co/article-2188.html>