

Office 2010 Overall Concepts

Sky-Drive Support

Ribbon menus

Backstage View

Options

Quick Access Toolbar

Color for program (like black, here)

Word 2010 New Features

Word Art as text

Quick previews

Stays in line and not in a text box

Insert Screen Shot

Insert Screen Clip

Insert Picture

Many new tools:

Remove Background

Corrections

Color

Artistic Effects

Excel 2010 New Features

Sparklines

Trend

Column

Win - Lose

Slices (filters on Pivot Tables)

Insert Screen Shot

Insert Screen Clip

Increased Sheet Sizes (see OneNote for specs)

PowerPoint 2010 New Features

Broadcast Over the Internet

Embed Videos

Insert Screen Shot

Insert Screen Clip

Outlook 2010 New Features

Team E-Mail

Conversations

OneNote 2010 New Features

File in Specific Folder

64 Bit Support for "Print to OneNote" Function