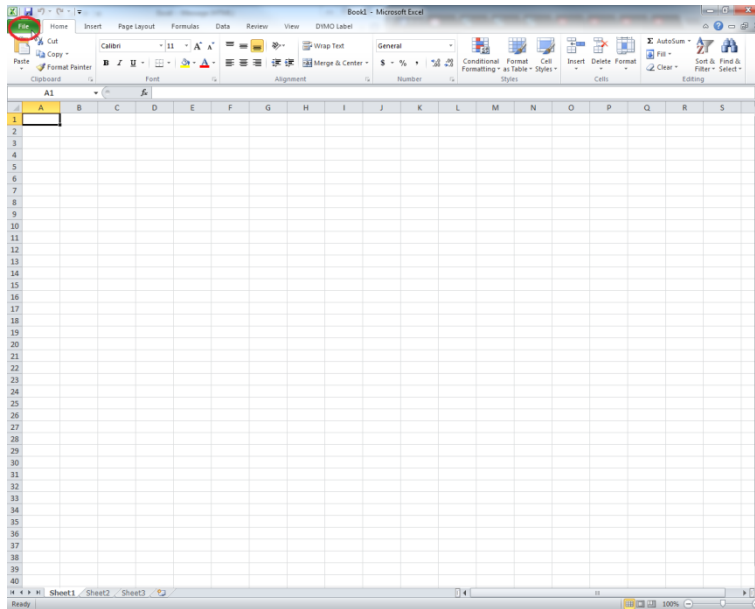


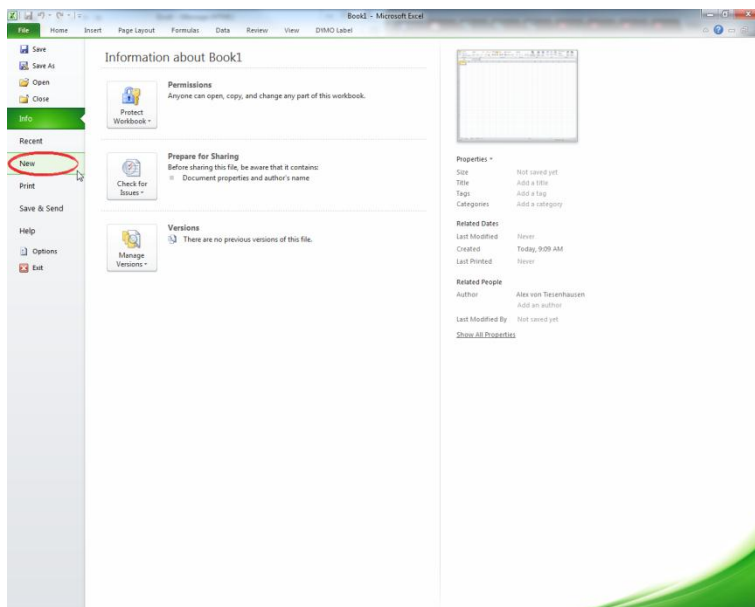
Microsoft Excel 2010 Quick Guide

Creating a new document

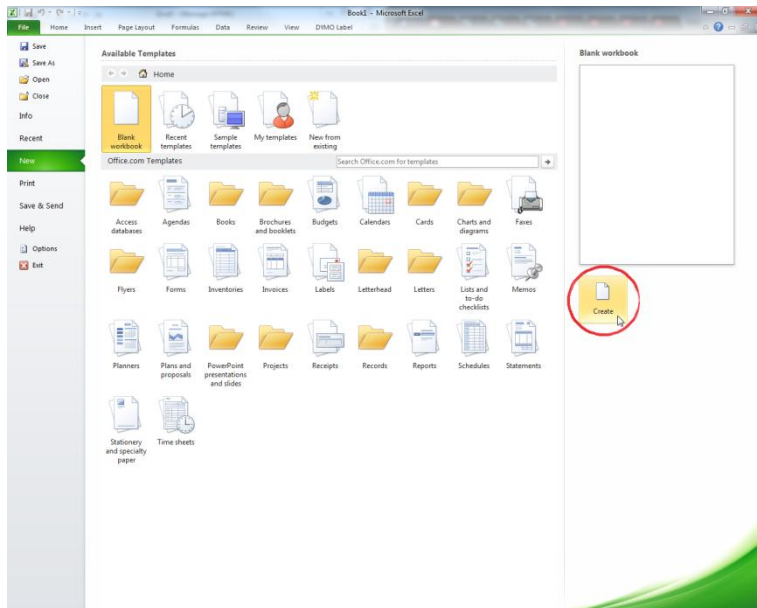
To create a new document, click on the file tab.



Click new to see the document creation options.



Once you have selected the document type, click create.



Your new document should now appear.

