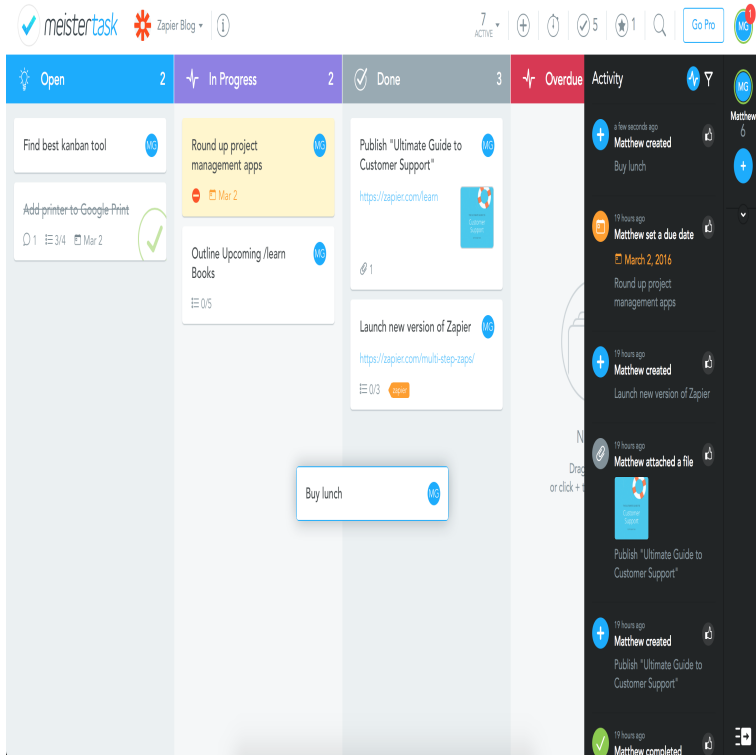


Business Desktop Publishing Applications: Job-Based Tasks



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revision resource for GCSE ICT with information on word processing (WP) applications and desktop publishing (DTP) applications. DTP (desktop publishing) operators use DTP software and using DTP software to produce a layout for each page of the publication. Most DTP operators are based in clean, well-lit offices or studios. Many courses in computing, graphic design and business administration also include modules in DTP. Office automation refers to the integration of office functions usually related to managing information. In a word processor or desktop publishing application, each word or Electronic mail uses computer-based storage and a common set of network Task management or scheduling systems monitor and control various. Related jobs: trade publishing, journalism, PR. You will normally need to make many speculative applications. Tips: word-processing and desktop publishing) or experience (bookselling, library work, etc). Try to.

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