

Reviewer's Guide





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# Introducing WordPerfect® Office X3 – Home Edition

Designed for your family's home office and priced for any household's budget, WordPerfect® Office X3 – Home Edition is a complete package of eight trusted software products. It includes WordPerfect® X3 – Home Edition, Quattro Pro® X3 – Home Edition, two WordPerfect® OfficeReady™ template collections, Corel® Photo Album™ 6 – Standard Edition, Pinnacle Studio™ SE, Pinnacle Instant CD/DVD LE v8, and Norton Internet Security™ 2006. An exceptional value at less than US\$80, this suite provides unprecedented ease of use and ensures that your entire family can get things done, have fun, and express creativity — without compromising the computer's security.

## **Get Things Done**

In a busy home, everyone's jockeying for position at the computer. Between school projects, family budgets, e-mail, and Web surfing, the home computer is often a hotbed of activity. WordPerfect Office X3 – Home Edition provides outstanding applications, features, and templates that help your family members quickly and easily create dynamic projects for school or personal use.

The **Task Manager** is your starting point. With the click of your mouse, the Task Manager lets you start applications, select project templates, and access Help and Support. The legendary word-processing power of WordPerfect makes it simple to create résumés, letters, labels, school reports, CD covers, and more. In addition, Quattro Pro, the renowned spreadsheet application, is included to help you manage family finances and coordinate hectic schedules.

Both **WordPerfect** and **Quattro Pro** make it easy for you to share information with any computer user. WordPerfect lets you save files to more Microsoft® Word formats than Microsoft Word 2003 allows out of the box, and Quattro Pro lets you open, edit, and save Microsoft® Excel files. In addition, both WordPerfect and Quattro Pro let you turn your spreadsheets and documents into PDF files, a format viewable by anyone who has the free Adobe® Reader® software. If you're familiar with Microsoft® Office, you can use the Workspace Manager to simulate the Microsoft Office keystrokes and

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menu items, and make it easy to use WordPerfect Office X3 – Home Edition. The two outstanding collections of **WordPerfect OfficeReady** templates offer endless inspiration and ideas for virtually any project that you want to create.

## **Express Your Creativity**

The inclusion of **Corel Photo Album 6 – Standard Edition** is sure to delight digital camera owners. Designed to take the effort out of managing digital photo collections, Corel Photo Album includes an array of quick fixes and easy-to-use creative project templates that help you organize, share, and showcase photos.

**Pinnacle Studio SE**, made by the worldwide leader in consumer home video-editing products, is also included. With Pinnacle Studio SE, your entire family can enjoy editing and adding effects, music, pictures, and titles to home movies taken from either a digital camera or a digital video camera. In addition, you can easily burn home videos to disc for sharing with friends and family.

## **Work and Play Safely**

The most trusted Internet security software<sup>†</sup>, **Norton Internet Security 2006**<sup>††</sup> helps ensure that your family can enjoy their computing experience and protects your children from unsafe and unsavory Web sites. It features automatically updated protection against viruses, Trojan horses, and worms. With the click of a button, you can check your entire system for security holes at any time. You'll enjoy the peace of mind of surfing the Web without being watched by dangerous spyware or getting hijacked and redirected to spyware download sites. Norton Internet Security also keeps deceptive popup windows and banner ads off your screen. In addition, it keeps spam and phishing e-mail out of your inbox and scours e-mail and instant messaging attachments, so you can safely open them with confidence.

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*t.* Norton Internet Security was the top-selling product from August 2004 to August 2005 according to the NPD Group's System Utilities/Security Category.

<sup>††.</sup> This special edition of Norton Internet Security 2006 includes the world's most trusted antivirus solution — Norton AntiVirus™, Norton™ Personal Firewall, Norton™ Privacy Control, Norton AntiSpam™, Norton™ Parental Control, and a complimentary 90-day subscription to protection updates.

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# What's Included with WordPerfect® Office X3 – Home Edition?









## **Main Applications**

- **Task Manager:** The enhanced Task Manager is the easy-to-use starting point for any WordPerfect Office X3 Home Edition project. Quickly and easily start the WordPerfect Office X3 Home Edition applications, create special projects, access templates, open recent documents, and get help, support, and tutorials with the click of a mouse.
- WordPerfect® X3 Home Edition: Whether they're creating letters, school reports, or résumés, or creative projects like newsletters, greeting cards, or calendars, all of your family members will benefit from the legendary word-processing power of WordPerfect. You can open, edit, and save Microsoft Word files, including Microsoft Word 2003! You can also easily publish to PDF, so that anyone who has the free Adobe Reader software can view your documents. Favored by long-time users for its ease of use, WordPerfect can be set to simulate other word processors that you may find more familiar, such as Microsoft Word.
- Quattro Pro® X3 Home Edition: With Quattro Pro X3 Home Edition, you can create versatile spreadsheets in minutes. Combined with one of many Personal Finance Essentials templates from the WordPerfect OfficeReady collection, Quattro Pro helps you manage family finances, coordinate hectic schedules, and more. You can summarize results with colorful, easy-to-read charts. You can also easily exchange information with Microsoft Excel. In addition, the new Publish to PDF feature lets you share your spreadsheets with anyone who has the free Adobe Reader software.
- Corel® PhotoAlbum™ 6 Standard Edition: Digital camera users will be thrilled to find that Corel Photo Album 6 Standard Edition to the WordPerfect Office Home Edition family. This application helps users organize and share their photos, and easily manage photo collections. With easy-to-use tools that give quick results, it offers an array of creative project templates for showcasing, organizing, and sharing photos. It also includes the Corel® Photo Downloader that instantly downloads images from a digital camera or card reader.

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- Pinnacle Studio™ SE: From the worldwide leader in consumer video-editing products, Pinnacle Studio SE ensures that your home movies will always earn a top star rating with family and friends. The most friendly, complete, and powerful home video-editing solution available today, Pinnacle Studio SE combines ease of use with the power to quickly and reliably capture precious photo, video, and audio memories from popular consumer electronic devices. Its intuitive features guide you through adding stunning effects, music, pictures, and titles to your home movies, turning them into blockbusters that you'll want to share on disc, the Web, and beyond.
- Pinnacle Instant CD/DVD LE v8: With Pinnacle Instant CD/DVD LE v8, you can quickly and easily rip audio CDs into Windows Media® files or perfect WAV files, or you can create audio or MP3 CDs. You can also edit audio files, add filters, or create dance mixes with cross-fades and your own voice. In addition, you can compose and arrange your own custom songs, and back up and burn CDs and DVDs with a few quick clicks.
- Norton Internet Security™ 2006†: Enjoy award-winning protection for your family's computer from the most trusted Internet security software††. Norton Internet Security provides essential protection from hackers, viruses, Trojan horses, spyware, and worms in e-mail message attachments, Internet downloads, and other files. By automatically intercepting suspicious connections, the Norton Internet Security suite keeps your private information from being accessed or distributed without your knowledge. More powerful than ever, Norton Internet Security 2006 is now also faster, smarter, and easier to use.

## **WordPerfect® OfficeReady™ Template Packs**

- WordPerfect® OfficeReady™ Personal Finance Essentials: This
  collection of 85 high-quality Quattro Pro templates is designed to help
  busy families effectively manage their home finances quickly and easily.
- WordPerfect® OfficeReady™ Home and School Essentials: This new collection of 50 templates was designed to help students and their parents create great-looking reports, documents, and presentations.

# **Trial Applications**

 WordPerfect® MAIL™: Your purchase of WordPerfect Office X3 – Home Edition entitles you to sample a complimentary trial version of WordPerfect MAIL. A full-featured, easy-to-use application, WordPerfect MAIL offers e-mail, calendar, and contact management, as well as outstanding spam protection. At lightning speed, you can instantly find information buried by years of accumulated e-mail, contacts, calendar, and folder clutter.













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<sup>†.</sup> This special edition of Norton Internet Security 2006 includes the world's most trusted antivirus solution — Norton AntiVirus™, Norton™ Personal Firewall, Norton™ Privacy Control, Norton AntiSpam™, Norton™ Parental Control, and a complimentary 90-day subscription to protection updates.

<sup>††.</sup> Norton Internet Security was the top-selling product from August 2004 to August 2005 according to the NPD Group's System Utilities/Security Category.

#### **Content**

• **Clipart, Fonts, and Photos:** Take advantage of an extensive collection of more than 900 fonts, 5,000 clipart images, and 100 photos to help enhance your projects.

#### **Documentation**

- WordPerfect® Office X3 Home Edition User Guide: A 128-page User Guide is included to introduce you to all of the applications.
- **User Guides in PDF:** Electronic user guides for all of the applications are included.

## **Minimum System Requirements**

- Windows® XP (Home, Media, or Professional Edition with latest Service Pack and Critical Updates), or Windows 2000 (with latest Service Pack and Critical Updates)
- 128 MB of RAM (256 MB recommended)
- 466 MHz processor (Pentium® III or equivalent processor recommended)
- 2 GB of hard disk space for minimum installation of all included applications
- Super VGA, 16-bit color monitor with 800 × 600 or greater resolution
- CD-ROM drive (CD or DVD writer required to access certain features of Pinnacle InstantCD/DVD LE v8 and Studio 10 SE)
- Mouse or tablet
- Microsoft® Internet Explorer 5.5

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## Installing WordPerfect® Office X3 - Home Edition

The installation wizard makes it simple to install all of the components of WordPerfect Office X3 – Home Edition.

Before installing, you should close any open applications, close any virusdetection applications, and ensure that your computer meets the minimum system requirements for WordPerfect Office X3 – Home Edition.

## To install the software

- 1 Insert the WordPerfect Office X3 Home Edition CD #1 into the CD drive.
  - If the installation wizard does not appear, click **Start** on the Windows taskbar, and click **Run**. Click **Browse**, and choose the drive and folder in which the CD is located.
- 2 Right-click **setup.exe**, and click **Open**. On the installation wizard **Welcome** page that opens, click **Next**.
- 3 Read the WordPerfect Office X3 Home Edition license agreement. Enable the I accept the terms in the license agreement check box, and then click Next.
- 4 Choose the applications you want to install, click Install, and then click Next.
- **5** Type your full name, the product serial number (including dashes) as it appears on the product authenticity card, click **Next**, and then follow the instructions on your screen.
- **6** When the installation is complete, you are prompted to register WordPerfect Office X3 Home Edition electronically by using the Web.

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# **Key Features of WordPerfect® Office X3 – Home Edition**



At an affordable price, WordPerfect Office X3 – Home Edition provides eight outstanding software products, including two extensive template collections that help your entire family stay productive, creative, and secure while computing.

## **Enhanced!** The Task Manager

The enhanced Task Manager is the easy-to-use starting point for any WordPerfect Office X3 – Home Edition project. Designed to help you quickly get the results you want, the Task Manager lets you start dozens of projects with a single click. You can also open files you've recently saved, launch specific WordPerfect Office X3 – Home Edition applications, or get a tutorial to help you use one of the applications.



The enhanced WordPerfect Office X3 – Home Edition Task Manager.

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# **Give it a try**

### Using the Task Manager to start a project

- 1 From the Start menu, choose Programs ▶ WordPerfect Office X3 Home Edition ▶ Task Manager.
- 2 In the Task Manager, click the **Tasks** tab.
- **3** In the left column, click one of the task categories to view the available templates.
- 4 In the right column, click a template.

#### WordPerfect® X3 - Home Edition

As the world's number one alternative to Microsoft Word, WordPerfect is relied on by tens of millions of customers worldwide. Your entire family can harness the legendary word-processing power of WordPerfect to quickly and easily create impressive looking résumés, letters, school reports, newsletters, greeting cards, envelopes, labels, and more. Offering multiple methods of saving your files, WordPerfect X3 lets you easily share your creations with other computer users, and vice versa. You can quickly open, edit, and save Microsoft Word files, including Word 2003. In addition, you can publish your projects to PDF so that anyone who has the free Adobe Reader software can view them!



WordPerfect X3 – Home Edition features an easy-to-use, yet stylish new user interface.

**Workspace Manager:** Members of your household can quickly set up WordPerfect to resemble Microsoft Word — if that is the word processor with which they're most familiar. Conveniently accessible from the Tools menu, the Workspace Manager lets you set WordPerfect to approximate the user interface, menu items, and shortcut keys of Microsoft Word.



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## **Give it a try**

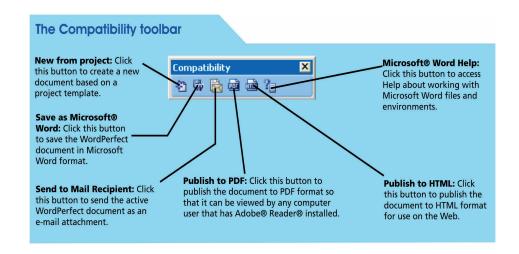
## Changing the WordPerfect® workspace

- 1 Click Tools > Workspace Manager.
- **2** Enable one of the following options:
  - WordPerfect Office mode
  - Microsoft Word mode
- 3 Click OK.

**Enhanced!** Publish to PDF: WordPerfect X3 – Home Edition lets you save documents as PDF files without having to purchase Adobe® Acrobat® or another utility. When you publish to PDF, anyone who has the free Adobe Reader software can view your documents. With the most robust and versatile PDF capabilities in any word processor, WordPerfect lets you optimize PDFs for document quality, file size, and intended use. You can also retain hyperlinks, generate bookmarks, embed fonts, and optimize images according to specific needs.

**Enhanced!** Open, Edit, and Save Microsoft® Word files: With WordPerfect X3 – Home Edition, you can easily exchange files with users of other word processors, such as Microsoft Word. For this release, improved compatibility with Microsoft Word files was a top priority. To that end, WordPerfect X3 – Home Edition lets you save to more Microsoft Word formats (from Word 1.0 to Word 2003) than permitted with the latest edition of Microsoft Word!

**Compatibility toolbar:** Quickly and easily share your WordPerfect documents with others, even if they don't use WordPerfect. With the click of a mouse, you can choose from multiple file format for saving your work, including WordPerfect, Microsoft Word, and PDF. You can also attach your document to an e-mail for distribution to friends and family.



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### New! WordPerfect® Online Resources featuring Yahoo!® Search:

With a single click, the new WordPerfect Online Resources provide one-click access to WordPerfect Office tutorials, tips, templates, and other important online resources. In addition, the WordPerfect Online Resources let you perform Web searches while using WordPerfect. This is a valuable time-saving feature for students working on a term paper or other project. You can also easily choose whether or not to display the WordPerfect Online Resources.



The new WordPerfect Online Resources provide immediate access to online resources and lets you quickly perform Web searches.

# **Give it a try**

# <u>Accessing online resources by using the WordPerfect®</u> Online Resources

- 1 In WordPerfect X3 Home Edition, click the **Show / Hide Yahoo!**Search \*\* button.
- 2 Click the WordPerfect button.

# **Give it a try**

#### Searching the Web by using WordPerfect® Online Resources

- 1 In WordPerfect X3 Home Edition, click the **Show / Hide Yahoo!** Search \*\* button.
- 2 To search the Web, type in the **Search** box, and click **Web Search**.

  Alternatively, you can also right-click any text item, and choose **Search** with **Yahoo!** from the menu.

**PerfectExpert**<sup>™</sup>: The PerfectExpert<sup>™</sup> lets you choose WordPerfect templates. To help you get things done quickly and easily, the PerfectExpert guides you step-by-step through projects, and provides tips for writing documents for school, work, or personal use. In addition, templates specific to home finance and education have been enhanced for WordPerfect X3 – Home Edition.

# Give it a try

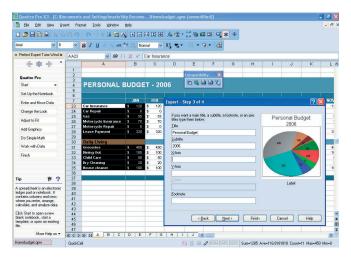
#### Using the PerfectExpert™

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#### **Quattro Pro® X3 - Home Edition**

Quattro Pro X3 – Home Edition makes it easy to turn complex data into information that's easily communicated, understood, and shared. You can create versatile spreadsheets and summarize the results with beautiful 3D rendered charts. Plus, you can open, edit, and save Excel spreadsheets, including Microsoft Excel 2003.



Quattro Pro X3 – Home Edition features an easy-to-use, yet stylish new user interface.

**Workspace Manager:** Members of your household can quickly set up Quattro Pro X3 – Home Edition to resemble Microsoft Excel — if that is the spreadsheet application with which they are most familiar with. Conveniently accessible from the Tools menu, the Workspace Manager lets you set up Quattro Pro to approximate the user interface, menu items, and shortcut keys of Microsoft Excel.

# **Give it a try**

#### **Changing the Quattro Pro® workspace**

- 1 Click Tools > Workspace Manager.
- 2 Enable one of the following options:
  - Quattro Pro Mode
  - Microsoft Excel Mode
- 3 Click OK.

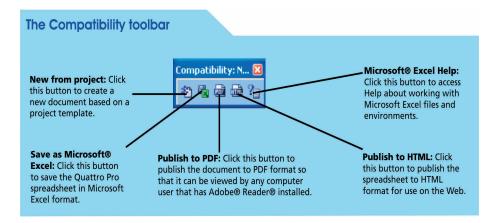
**Open, Edit, and Save Microsoft® Excel files:** With Quattro Pro X3 – Home Edition, you can easily exchange files with users of other spreadsheet applications, such as Microsoft Excel. Improving compatibility with Microsoft Excel was a top priority for Quattro Pro X3 – Home Edition.

**New!** Publish to PDF: Quattro Pro X3 – Home Edition now lets you save spreadsheets as PDF files without purchasing Adobe® Acrobat® or another

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utility. When you publish to PDF, anyone who has the free Adobe Reader software can view your spreadsheets. The new PDF capabilities of Quattro Pro are very versatile, letting you optimize PDFs with for document quality, file size, and intended use. You can also retain hyperlinks, generate bookmarks, embed fonts, and optimize images according to specific needs.

**Compatibility toolbar:** Quickly and easily share your Quattro Pro spreadsheets with others, even if they don't use Quattro Pro. With the click of a mouse, you can choose from multiple file formats for saving your work, including Quattro Pro, Microsoft Excel, and PDF. You can also attach your spreadsheet to an e-mail for distribution to friends and family.



**3D Chart rendering:** You can apply advanced, 3D rendering to Quattro Pro X3 – Home Edition charts to smooth out the edges of chart items, providing a polished and professional appearance. For example, a 3D area chart is effective for showing changes over time, a 3D bar chart is great for a simple comparison of values, a 3D line chart is suitable for showing trends, and a 3D pie chart is great for making comparisons within a data series.

# Give it a try

### Applying advanced rendering to a chart

- 1 In Quattro Pro X3 Home Edition, open a chart.
- 2 Click Chart > Render Chart.

**PerfectExpert**<sup>™</sup>: The PerfectExpert lets you choose Quattro Pro templates. To help you get things done quickly and easily, the PerfectExpert guides you step-by-step through projects and provides tips for creating spreadsheets for school, work, or personal use.

# Give it a try

#### **Using the PerfectExpert™**

• In Quattro Pro X3 – Home Edition, click the **PerfectExpert \*** button on the toolbar, or click **Help** ▶ **PerfectExpert**.

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## **WordPerfect® OfficeReady – Personal Finance Essentials**

Normally a US\$29 value, WordPerfect OfficeReady – Personal Finance Essentials is a collection of free Quattro Pro templates designed to help busy families manage their money quickly and more easily.

With more than 80 templates covering a broad range of projects — from creating home budgets, tracking assets and liabilities, and comparing mortgages and auto insurance, to analyzing mutual fund performance and other investment decisions — this essential collection can help any family keep better track of their finances.

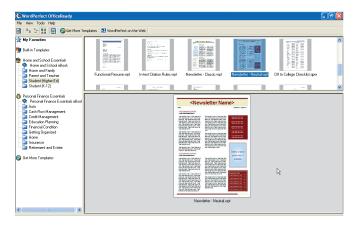






# **New!** WordPerfect® OfficeReady – Home and School Essentials

A US\$29 value, WordPerfect OfficeReady – Home and School Essentials is a new collection of OfficeReady templates designed for students, teachers, and their families.



The WordPerfect OfficeReady Template Browser makes it easy to find a suitable template for any project.

More than 50 templates can help a student or their parents get ahead with a wide range of projects, from creating a grocery list to organizing essay topics, or even making a greeting card. For the busy teacher, there are templates for attendance, lesson plans, and more!

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### New! Corel® Photo Album™ 6 - Standard Edition

A US\$29 value, included free, Corel Photo Album 6 – Standard Edition lets you choose from a myriad of methods to organize, share, and showcase your digital photos. Offering an array of creative project templates and easy-to-use features that deliver quick results, Corel Photo Album takes the effort out of managing photo collections. It also includes the Corel Photo Downloader, which instantly downloads images from a digital camera or card reader. What's more, the inclusion of the PhotoSafe™ Backup System is an additional US\$29 value and helps keep your photos safe from computer crashes or viruses.





Corel Photo Album 6 – Standard Edition takes the effort out of managing digital photo collections.

**Removing Red-Eye:** With Corel Photo Album 6 – Standard Edition, you can easily correct red-eye in one click. For more control over the correction, you can alternatively use the Advanced Red-Eye tool.

# **Give it a try**

#### Removing red-eye quickly

- 1 Start Corel Photo Album and open the photo that you want to fix.
- 2 Adjust the view of the photo by using the **Zoom** pand Pan tools from the toolbar below the preview window.
- 3 On the **Enhance** toolbar, click the **Red-Eye** button. The pointer changes to a crosshair.
- 4 Center the crosshair over the red area of the eye, and click the mouse to make the correction.
  - Repeat this step if you need to make additional red-eye corrections.
- **5** Save the photo to preserve the correction.

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PhotoSafe™ Backup System: You can use the PhotoSafe Backup System to back up all of your photos onto a CD or DVD. Archiving prevents the loss of your valuable photos from hard-drive failure or other computer mishaps, such as viruses. Located on the status bar, the PhotoSafe Backup Reminder displays the total file size of all photos that have not been backed up, along with the number of days since the last backup.

## Give it a try

#### **Backing up photos on a CD or DVD**

- 1 Insert a blank CD or DVD into your burner.
- 2 On the **Organize** toolbar, click the **Backup** button to open the PhotoSafe Backup dialog box.
- **3** Choose one of the following options:
  - All images not yet backed up backs up only the cataloged photos that have not yet been backed up. This option is recommended if you have previously backed up some photos.
  - All images backs up all photos, including previously backed-up photos
- 4 Type a label of up to 14 characters in the **Disk label** field.

  When you later try to open a photo stored on removable media, the program prompts you to insert the CD with the label you specified in the **Disk label** field.
- 5 Click Burn.

**Corel® Photo Downloader:** With this utility, you can easily download photos from your digital camera, memory card reader, or scanner. The Corel Photo Downloader (located in your system tray) is activated when you insert a CD containing photos, or when you plug your camera or media card into your computer. It automatically downloads and opens your photos with Corel Photo Album.

# **Give it a try**

# <u>Using the Corel® Photo Downloader with a camera</u> or card reader

- 1 Connect the camera or card reader to the computer by using a USB cable
  - The Corel Photo Downloader opens.
- 2 Choose one of the following options, and click **OK**:
  - Start downloading all photos using Corel Photo Album creates a new folder and downloads your photos into Corel Photo Album
  - Select and download photos using Corel Photo Album opens the Camera PC Card window, where you can select and download photos
  - Take no action closes Corel Photo Downloader
    If you want to perform the selected action each time you connect your camera or card reader, mark the Always do the selected actions for this device box.

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## **Give it a try**

#### **Using the Corel® Photo Downloader with a photo CD**

- 1 Insert a CD into your drive.
- 2 Choose one of the following options, and click **OK**:
  - View photos using Corel Photo Album opens your photos in Corel Photo Album
  - Take no action closes Corel Photo Downloader If you want to perform the selected action each time you insert a CD into the drive, mark the Always do the selected actions for this device box.

#### **New!** Pinnacle Studio™ SE

Pinnacle Studio SE, made by the worldwide leader in consumer home video-editing products, is new to the WordPerfect Office – Home Edition family and is the perfect complement to Corel Photo Album 6. Today, many digital cameras and camera phones can shoot videos, and digital video cameras have replaced the traditional video camcorder.

The most accessible, complete, and powerful video-editing solution available, Pinnacle Studio SE ensures that your home movies always earn a top star rating with family and friends. It combines legendary ease of use with the power to quickly and reliably capture precious photo, video, and audio memories from popular consumer electronic devices. Its intuitive features guide you in adding stunning effects, music, pictures, and titles to your home movies, turning them into blockbusters you'll want to share.



The intuitive Edit mode of Pinnacle Studio SE makes it simple to add effects, titles, pictures, or music to your home movies.

# **Give it a try**

#### **Using the SmartMovie music video tool**

- 1 Start Pinnacle Studio, use the **Album** to locate the video footage you want to include, and drag the scenes onto the **Movie Window**.
- 2 Next, add a SmartSound, CD audio, or digital music (WAV, MP3) clip to the **background music track**.
  - For best results, your video footage should be at least twice as long as the music clip.



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## **Give it a try**

- 3 Select a Style from the list box at the top of the tool window, and enable the Use clips in random order option.
  This lets you mix up the video's sequence.
- 4 Adjust the **Relative volume** slider to determine the prominence of the background music track relative to any other audio tracks.

  For example, to hear only the background music track, move the slider all the way to the right.
- Next, add the text for the opening and closing titles.
  Each text line consists of two edit fields, and you can use Tab and
  Shift + Tab to jump between the left and right fields.
- **6** To finish your movie, click the **Create SmartMovie** button.



### **Pinnacle Instant CD/DVD LE v8**

With Pinnacle Instant CD/DVD LE v8, you can quickly and easily rip audio CDs to the Windows Media format or to perfect WAV files, or you can create audio or MP3 CDs. You can also edit audio files, add filters, or create dance mixes with cross-fades and your own voice. In addition, you can compose and arrange your own custom songs, and you can back up and burn CDs and DVDs with a few guick clicks.



The five-tab launch pad (shown above) makes it easy to get started on a wide range of projects.

**Create:** Use your disc burner to create a range of disc types including data, audio, MP3, photo, and video.

**Copy / Back up:** Duplicate non-copy-protected CDs and DVDs, make backups on disc, and restore from those backups.

**Media:** Organize your music files, create your own musical compositions and arrangements, and launch the Windows Media Player application.

**Extras:** Emulate a CD or DVD disc on your hard drive, format a rewritable CD or DVD, reuse a saved disc project, create advanced disc types, and view video on VCD or Super-VCD devices.

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**Help:** Access the read-me file, online documentation, and support resources for your Instant CD/DVD software, and adjust Instant CD/DVD settings.

# **Give it a try**

#### Using InstantBackup to back up your hard drive on CD

- 1 From the Start menu, choose Programs ▶ Instant CD+DVD ▶ Backup ▶ InstantBackup.
- 2 From the Welcome dialog box, click the **Backup** button.
- 3 In the **Backup job** list box, type a name for this project.
- 4 In the **Backup Destination File** list box, browse to ensure the Backup files are stored in the appropriate location.
- 5 Choose the files or folders you want to backup, and click **Start**.

# **Norton Internet Security™ 2006**<sup>†</sup>

The most trusted internet security software<sup>††</sup>, Norton Internet Security is an award-winning security suite that gives you confidence to travel the Internet without worrying about your computer's safety. More powerful than ever, this comprehensive set of tools automatically blocks hackers, viruses, and spyware. Norton Internet Security 2006 also filters out dangerous phishing e-mail and annoying spam, and its powerful firewall gives you full control over incoming and outgoing Internet traffic. Privacy controls protect your personal information and parental controls let you shield your children from harm by blocking unsavory Web sites. Now faster, smarter, and easier to use, Norton Internet Security 2006 also includes Norton™ Protection Center – a central control panel for all of your security tools.



Norton Internet Security 2006 provides essential protection for your computer.



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<sup>†.</sup> This special edition of Norton Internet Security 2006 includes the world's most trusted antivirus solution – Norton AntiVirus™, Norton™ Personal Firewall, Norton™ Privacy Control, Norton AntiSpam™, Norton™ Parental Control, and a complimentary 90-day subscription to protection updates.

<sup>††.</sup> Norton Internet Security was the top-selling product from August 2004 to August 2005 according to the NPD Group's System Utilities/Security Category.

Norton Internet Security 2006 includes the following applications.

**Norton AntiVirus**<sup>™</sup>: Enjoy your computer with confidence, knowing that you have automatically updated protection against viruses, Trojan horses, and worms.

**Norton**<sup>™</sup> **Personal Firewall:** Surf the Web without being watched by dangerous spyware, or being hijacked and redirected to spyware download sites.

**Norton**<sup>™</sup> **Privacy Control:** At any time, you can ease your mind at the click of a button and check your entire system for security holes. Stay connected all the time with protection to keep hackers and identity thieves locked out and private information locked in.

**Norton AntiSpam<sup>™</sup>:** Keep spam and phishing e-mail out of your inbox, and keep deceptive pop-up windows and banner ads off your screen.

Norton<sup>™</sup> Parental Control: Protect your kids from unsafe and unsavory Web sites.

**Complimentary 90-Day Subscription to Protection Updates:** Open e-mail and Instant Messaging attachments without worry, knowing that they've been scoured for the latest security threats.

# **Give it a try**

#### **Using Norton AntiSpyware**

- From the Start menu, choose Programs > Norton Internet Security
   Norton Internet Security, or double-click the Norton Internet Security icon on your desktop.
- 2 In the main window, click **Norton Internet Security**.
- 3 Click Status & Settings.
- 4 Click Spyware and Adware, and click Scan Now.

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# What's the Difference between Home Edition and Standard Edition?

WordPerfect Office X3 – Home Edition is a fantastic product specifically designed to meet the everyday needs of home computer users. For customers with business needs, Corel recommends the incredible power of WordPerfect Office 12 – Standard Edition, which provides the following additional benefits:

- **1 Presentations™ X3:** Create stunning slide shows and multimedia presentations that you can easily share with any computer user by using Show On The Go™.
- 2 WordPerfect® MAIL™: Change your outlook on e-mail with an e-mail program that helps you eliminate the clutter and find information FAST!





Presentations X3 (left) and WordPerfect MAIL X3 (right) are just two of the many additional benefits provided by WordPerfect Office X3 – Standard Edition.

- **3 Open and Edit PDFs:** Turn most PDFs into WordPerfect documents and edit them with WordPerfect X3.
- **4 Additional Document Security:** Protect the sensitive information in your documents with the Save Without Metadata feature.
- **WordPerfect® Conversion Utility:** Automatically convert files from more than a hundred formats into WordPerfect format! Save time migrating files by letting the WordPerfect Conversion Utility convert your files with a few easy clicks!

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- **6 Specialized Document Collaboration and Review tools:** Create routing slips, mark up documents, and collaborate with co-workers.
- **7 Legal tools:** For legal professionals, unique features such as the Pleading wizard, Publish to EDGAR™, and the Legal toolbar boost productivity.
- **8 CrossTab Reports:** With Quattro Pro X3, collect, synthesize, and summarize data from Open Database Connectivity (ODBC) sources, such as Oracle, or SQL Server.
- **9 XML Creation and Publishing tools:** WordPerfect X3 provides enhanced XML document creation tools for creating XML projects and publishing data to XML formats.
- **10 Pocket Oxford™ English Dictionary:** Search for thousands of words, directly in WordPerfect, by using this best-selling dictionary.
- **11** Additional language tools, file filters, workspace modes, and more.
- **12 Volume Licensing:** Outfit your business and save money with flexible, cost-effective volume licensing.

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# **Summary of New and Enhanced Features**

- Start applications, access project templates, and get help with the **enhanced Task Manager**.
- Enjoy the **new WordPerfect® OfficeReady™ Home and School Essentials** templates, developed in response to customer requests.
- Use one of more than 80 templates to manage budgets with additional WordPerfect® OfficeReady™ – Personal Finance Essentials templates.
- Use the new Corel® Photo Album™ 6 Standard Edition to easily organize and protect your digital photo collection, retouch photos, and create stunning projects.
- Add effects, music, pictures, and titles to your home movies with the new Pinnacle Studio™ SE.
- Surf the Web with peace of mind, thanks to the enhanced security features of Norton Internet Security™ 2006.
- Open, edit, and save Word files with enhanced Microsoft® Word compatibility.
- Open, edit, and save Excel files with enhanced Microsoft® Excel compatibility.
- With Quattro Pro® X3 Home Edition, the new Publish to PDF feature, lets you easily share your spreadsheets and charts with anyone who has the free Adobe® Reader® software.
- Use the new WordPerfect® Online Resources featuring Yahoo!®
   Search to perform quick Web searches and access various online resources.
- Enjoy the updated, easy-to-use interfaces of WordPerfect® Home Edition and Quattro Pro® – Home Edition that now support Windows® XP themes.

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## **About Corel**

Corel Corporation provides innovative software solutions that help millions of value-conscious businesses and consumers in more than 75 countries improve their productivity. The company is renowned for its powerful software portfolio, which combines innovative photo-editing, graphics-creation, vector-illustration, and technical-graphics applications with office and personal productivity solutions. Corel's flagship products include CorelDRAW® Graphics Suite, WordPerfect® Office suite, Corel® Paint Shop Pro®, Corel® Painter™, and Corel DESIGNER® Technical Suite. For more information, please visit www.corel.com.

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