

# WordPerfect® OFFICE 12

For Government

Microsoft®  
Office  
Compatible\*



WordPerfect®



Quattro Pro®

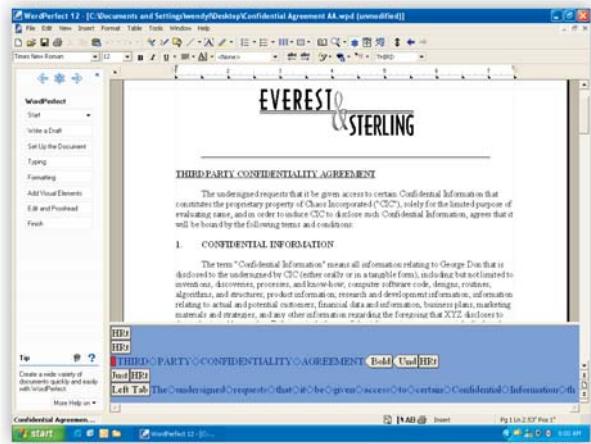


Presentations™

Specifically designed with today's government organizations in mind, WordPerfect® Office 12 is a feature-rich office productivity suite that includes advanced word processing, spreadsheet, presentation and address book applications. The suite is also compatible with popular file formats such as Microsoft® Office, PDF, HTML and XML, simplifying file exchange and streamlining workflow. Robust and easy to use, WordPerfect® Office 12 delivers exceptional value.

## FEATURE RICH

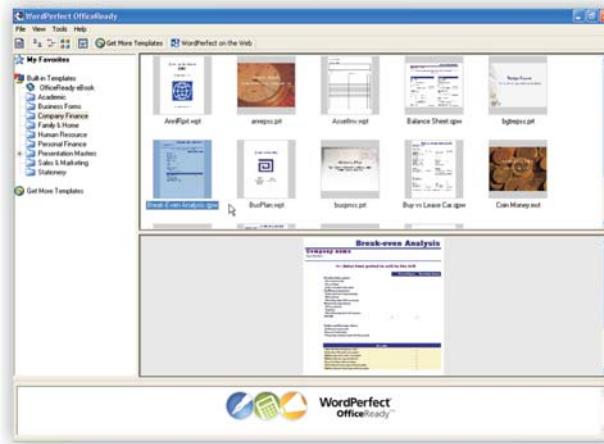
- Boost your productivity** – Harness the trusted power of WordPerfect® 12 for word processing, Quattro Pro® 12 for spreadsheets, and Presentations™ 12 for multimedia slide shows. The suite also includes an address book for managing contact information. The Professional version also features Paradox®, a relational database application.
- Format-rich documents** – Enjoy full control over paragraph numbering, outlines, bulleted lists and tables. Preview formatting changes and view formatting codes with Reveal Codes to save time when editing.



Reveal Codes and the PerfectExpert™

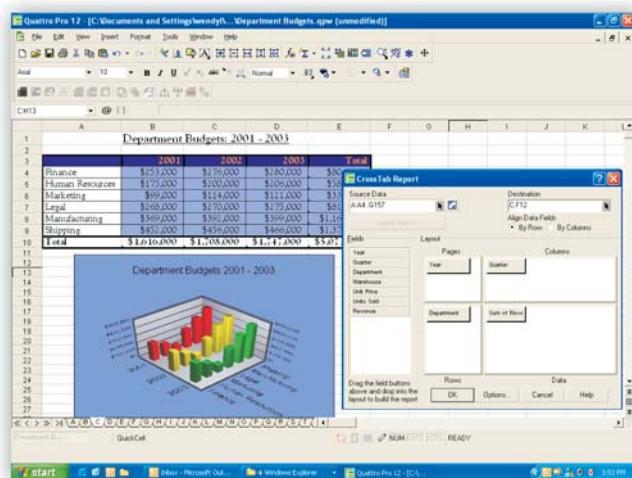
- Navigation control for long documents** – Move through long documents quickly and easily using features such as Document Map, Autoscroll, Navigation buttons and Browse by control.
- Microsoft® Outlook® integration** – Access your Outlook address book from within WordPerfect 12 to create envelopes and labels, and routing slips for document tracking.
- Macro support** – Choose between two macro languages: PerfectScript™ and Microsoft® Visual Basic® for Applications 6.3.

- PerfectExpert™** – Let this versatile Online Help utility guide you through everyday tasks and detailed projects. Learn how to write documents for work, school or personal use. Plus, get tips on writing and giving speeches, and on how to make presentations and documents look professional.
- New! WordPerfect® OfficeReady™** – Organize, preview and access all your WordPerfect Office 12 templates in one easy-to-use browser. The suite also includes links to 40 new templates and gives access to many more via the Internet.\*\*



- Pocket Oxford™ English Dictionary** – Look up definitions and phonetic spellings, then add the text directly to documents. No other office suite includes such a sophisticated dictionary.
- Powerful graphics tools** – Enhance word-processing documents, spreadsheets and presentations with 3D charts, tables and clipart images, and even with your own designs.
- New! WordPerfect® Wireless Office Suite, Powered by ZIM** – Get mobile today! Two-way SMS text messaging and mobile phones keep you connected with your office—anytime, anywhere. Send e-mail and instant messages easily no matter where you are.

- **CrossTab Reports** – Sort and filter large amounts of information in Quattro Pro 12. These reports are similar to Microsoft® Excel PivotTables.



## COMPATIBLE

- **Enhanced! Compatibility with Microsoft® Office** – Share information and collaborate with colleagues and clients who use Microsoft® Word, Microsoft® Excel and Microsoft® PowerPoint®.
- **XML integration** – WordPerfect 12, Quattro Pro 12 and Presentations 12 feature XML publishing capabilities. WordPerfect 12 also has an XML editor and Quattro Pro 12 includes XML import and export capabilities.
- **New! Compatibility toolbars** – With the click of a button, publish documents to PDF, HTML, XML, Microsoft® Word, Microsoft® Excel and Microsoft® PowerPoint®.
- **New! Workspace Manager** – Adjust the use interface to suit your particular needs. Choose from interfaces designed specifically for legal customers, the classic Corel® WordPerfect® 5.1 interface and familiar Microsoft® Office-style interfaces.



[www.corel.com](http://www.corel.com)

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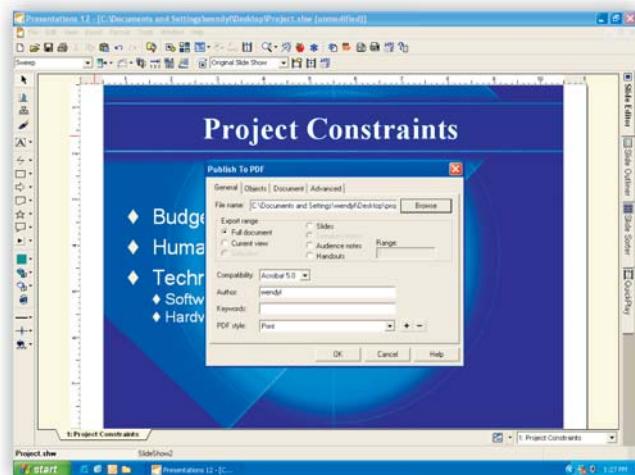
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\*\*WordPerfect Office 12 will open the vast majority of files created in Microsoft Word, Excel and PowerPoint. Due to differences in the applications, on occasion a file may not open and in some cases formatting may not be identical. Whenever possible, Corel has made attempts to correctly convert files. Corel cannot guarantee full compatibility with future versions of Microsoft Office. WordPerfect Office 12 has been designed to open and save files up to Microsoft Office 2003. WordPerfect Office 12 is a product of Corel Corporation and is not manufactured, distributed or endorsed by Microsoft Corporation.

**COREL**™

\*\*Charges may apply for some templates.  
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- **Backward compatibility** – Enjoy seamless access to data stored in legacy documents. WordPerfect 12 maintains the same file format for versions 6.1 to 12 and can open WordPerfect files as far back as 4.2 and 5.1.
- **Publish to PDF** – Generate PDF documents quickly from WordPerfect 12 and Presentations 12 without having to purchase Adobe® Acrobat® or other PDF-generating tools.



## VALUE PRICED

- **Value-priced licensing** – With two flexible programs to help ease license administration in your department or organization, we make it easy to purchase the Corel software you need, reduce software deployment time, and lower total cost of ownership.
- **Flexible upgrade eligibility** – Upgrade from previous versions of WordPerfect Office and Microsoft Office, or from other Corel products.

## Minimum System Requirements

- Windows® Server 2003, Windows XP (with SP1 Home or Professional Edition), Windows NT® 4.0 (with Sp6a), Windows 2000 (with SP4) or Windows 98 SE
- 64 MB RAM (128 MB recommended)
- 166 MHz (Pentium® III or equivalent processor recommended)
- 195 MB hard disk space for minimum installation (maximum 399 MB)
- 197 MB additional hard disk space for Paradox® (Paradox included in Professional and Education Editions only)
- CD-ROM drive
- Mouse or tablet

Find out more about WordPerfect Office 12 at  
[www.wordperfect.com](http://www.wordperfect.com)

Created in CorelDRAW Graphics Suite 12