









The Free and Open Productivity Suite

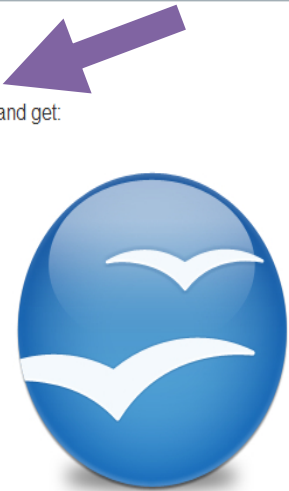
OpenOffice is the alternative to using Microsoft Office for completing weekly assignments.

Visit the website to review the product information: <http://www.openoffice.org/product/index.html>

Apache OpenOffice Product Description

Compatible with other major office suites, Apache OpenOffice is free to download, use, and distribute. [Download it now](#), and get:

-  [Writer](#) a word processor you can use for anything from writing a quick letter to producing an entire book.
-  [Calc](#) a powerful spreadsheet with all the tools you need to calculate, analyze, and present your data in numerical reports or sizzling graphics.
-  [Impress](#) the fastest, most powerful way to create effective multimedia presentations.
-  [Draw](#) lets you produce everything from simple diagrams to dynamic 3D illustrations.
-  [Base](#) lets you manipulate databases seamlessly. Create and modify tables, forms, queries, and reports, all from within Apache OpenOffice.
-  [Math](#) lets you create mathematical equations with a graphic user interface or by directly typing your formulas into the equation editor.



To download the program, select "Download it Now" while on the website provided above.

Next, the below screen will come up, Click the "Arrow for Down load Apache OpenOffice" to begin downloading.

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Download Apache OpenOffice 3.4.1

Click here for the most recent version for **Windows (EXE)** and **English (US)**.

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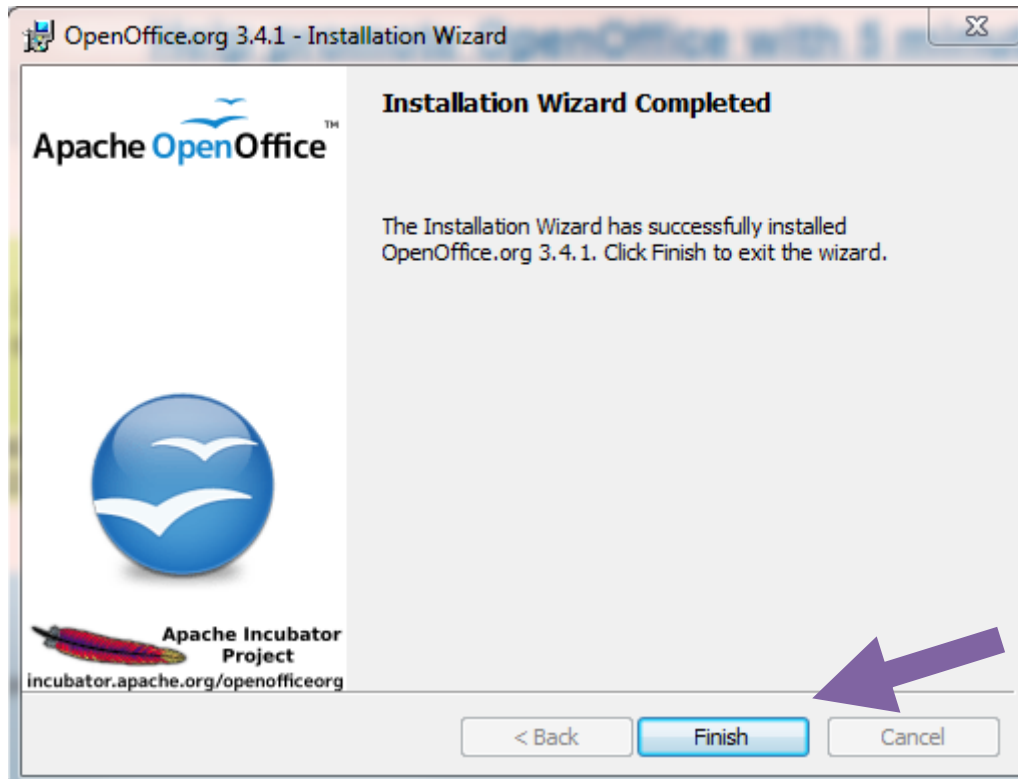


Help Spread the Word

Please tell your friends about Apache OpenOffice.



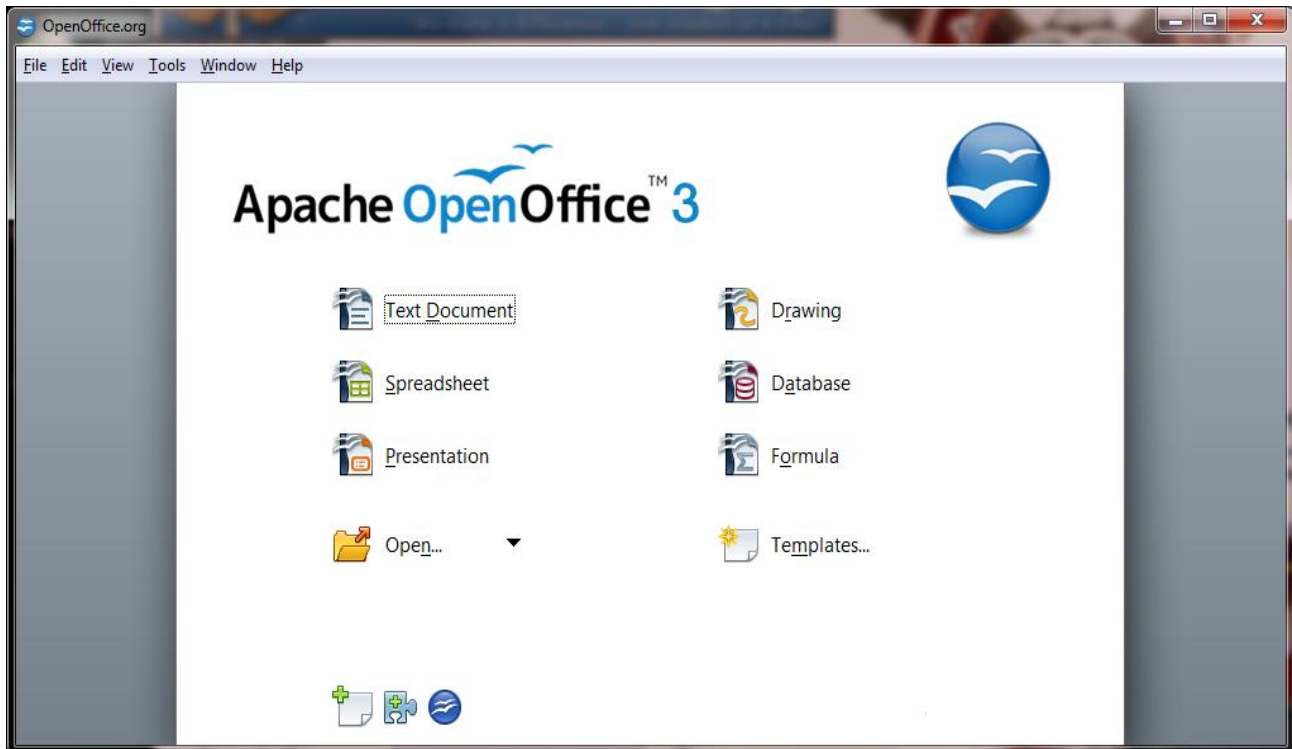
Once the download is complete, select Finish and open the program from your desktop.



The program should look like this:



Once you open the program, you will have a screen like this:



To create a document for a writing assignment, select "Text Document".

Now you are ready to begin writing:

