



## QUICK REFERENCE GUIDE FOR HORIZON SYSTEMS

### Introduction

Thanks to Horizon Systems your existing system for innovative technology applications designed to make your business more efficient and effective. This Quick Reference Guide serves as a central but through points of information for all employees, clients, and stakeholders. It aims to offer immediate access to critical information, procedures, and resources you'll need to quickly manage and leverage our products and services.

### Contact Information

#### Corporate Office

- **Address:** 1234 Main St, Suite 500
- **Phone:** (555) 123-4567
- **Email:** [support@horizonsystems.com](mailto:support@horizonsystems.com)

#### Key Personnel

- **CEO:** John Doe
- **CTO:** Jane Smith
- **Customer Support Manager:** Alex Lee

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# Microsoft Word 2003 Quick Reference Guide

**Gary B. Shelly, Thomas J.  
Cashman, Misty Vermaat**



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