

Microsoft® Office Visio® 2007 Step by Step Exercise Map

The practice files necessary to complete these exercises are available from Courseware Library in the file 50107A-EN_SBSCW_Visio2007_Student_PracticeFiles.zip.

Exercises in the book reference practice files installed on your computer and organized in chapter-specific folders. Practice files for this Step by Step Courseware Library instructor-led training are organized in module-specific folders. The following table indicates the location of the practice files for each exercise.

Page	Exercise Title	Folder\Practice File
6-10	Start Visio and browse templates	none
13-22	Explore the Visio drawing window	none
24-29	Customize the Visio environment	01_Start\GettingStarted.vsd
31-34	Use Visio Help	none
40-44	Work with shapes	none
45-53	Add text to shapes	02_Shapes\BlockText.vsd
56-64	Manipulate shapes	02_Shapes\BlockMove.vsd
65-67	Work with groups	none
69-71	Search for shapes	02_Shapes\BlockFind.vsd
73-78	Insert and manipulate pictures	02_Shapes\BlockPictures.vsd 02_Shapes\Logo.png
85-92	Format a shape	03_Format\FormatShapes.vsd
94-97	Change the appearance of a diagram	03_Format\FormatDecorate.vsd
99-106	Apply a theme	03_Format\FormatTheme.vsd
115-124	Add connectors to shapes in flowcharts	none
127-140	Insert and move flowchart shapes and connectors	04_Connect\ConnectModify.vsd
141-147	Change the layout of a flowchart	04_Connect\ConnectLayout.vsd
153-168	Create timelines	none
169-173	Create a Gantt chart	05_Schedules\TimeLine.vsd
175-186	Work with Gantt charts	05_Schedules\NewGantt.vsd.vsd
191-196	Import data from Excel	06_OrgCharts\Employees.xlsx

Page	Exercise Title	Folder\Practice File
198-204	Change data in shapes	06_OrgCharts\OrgChart.vsd
206-214	Add hyperlinks and change layout of a chart	06_OrgCharts\OrgChartLayout.vsd
220-228	Create and scale an office layout	none
230-236	Add shapes to office layouts	07_OfficeLayouts\OfficeWalls.vsd
238-244	Work with layers	07_OfficeLayouts\OfficeFurnished.vsd
248-258	Create a network diagram	none
259-266	Create and view shape data	08_Networks\NetworkStore.vsd
267-271	Create report definitions	08_Networks\NetworkReport.vsd