

MS Word Practical Questions

QNo. 1. Explain the MS word Interface parts. Explain about following commands of MS Word.

- The File tab
- Ribbon tabs
- Groups
- Dialog box launcher

QNo. 2. What is Paragraph? Explain about Paragraph marks, Soft paragraph (line break) marks. Write the paragraphs and do following.

There are different types of computer systems nowadays for different purpose according to the user needs. However we can classify them into different groups based on different aspects. We can find four different type of computers based on size. These are large computers that are most powerful. They can complete tasks very soon and are optimized to complete given tasks quickly. Mainframe Computers. These are the largest computers and can support hundreds of users simultaneously. These are powerful computers and optimized to run maximum number of applications at one time. These are medium sized computers –smaller than mainframe but much larger than personal computers. They can be the best solution for medium scale organizations. Micro Computers. Micro computers are the smallest when size is concerned. They range from Desktop, Laptop up to the palm top and even smaller ones. Because micro computers are developed to support single person, they are often called personal computers (PCs).

- Divide 4 paragraph for the above text and justify Alignment.
- Make Drop Cap the first letter of the second paragraph.
- Make 1.5" line spacing for third paragraph.
- Change font size on 17 points for the last paragraph.
- Apply numbers for the last two sentences for 4th paragraph.
- Set up the page layout on Landscape orientation and set up 1.50" and Right 1.05".

QNo. 3. Create table as below and shading the first row. Insert an Octagon and write your name in the center.

Day /	Period I	Period II	Period IV	Period V
Sunday	Math	Science	English	Computer
Monday	Science	Computer	Math	English
Tuesday	English	Math	Computer	Science
Wednesday	Computer	Science	Math	English
Friday	Math	Science	English	Computer

- Create margin at the top & bottom 1.1 inch and right & left 1.5 inch
- Create landscape orientation & A4 paper size
- Insert Period III column after Period II
- Insert Thursday row below Wednesday row
- Insert page number center align and Arial font
- Insert watermark "Hello world"

Practical Questions And Answers On Microsoft Word

Dormouse Quillsby



Practical Questions And Answers On Microsoft Word:

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play between bank agents bank managers and their principals shareholders a topic which has gained importance as a result of the banking crisis and similarly governed the need for more efficient risk management and ethical managerial practices The author worked with a senior bank leadership team to identify and describe effective capital regulation practices that can lead to a reduction in loss and risky management behavioural practices The book offers consensus on a number of activities that bank managers can implement to address bank risk It analyses the relevant factors that determine the necessity for banking regulation and the important role of regulation in managing banking crises The author s analysis of the important regulatory aspects in developed countries such as the US offers a useful conceptual framework for creating an adequate banking regulatory environment in developing countries This book offers an original contribution to the field of banking that undergraduate masters PhD students academics and researchers can use to gain a deeper understanding of the constructs at play in the banking industry **Universal Access. Theoretical Perspectives, Practice, and Experience** Noelle

Carbonell,European Research Consortium for Informatics and Mathematics,2003-02-25 This book constitutes the thoroughly refereed post proceedings of the 7th ERCIM Workshop on User Interfaces for All held in Paris France in October 2002 The 40 revised full papers presented were carefully reviewed and selected during two rounds of refereeing and revision The papers are organized in topical sections on user interfaces for all accessibility issues user interfaces for all design and assessment towards an information society for all novel interaction paradigms new modalities and dialogue style novel interaction paradigms accessibility issues and mobile computing design and evaluation Microsoft Dynamics 365 Core Finance and Operations Exam Practice Questions & Dumps Exam Snap, Candidates for this exam analyze business requirements and translate those requirements into fully realized business processes and solutions that implement industry best practices Candidates serve as a key resource in implementing and configuring applications to meet business requirements Candidates understand common features and capabilities of Finance and Operations apps and how to configure and use each They should also have awareness of how Finance and Operations apps integrate with external systems and tools including Power Platform The candidate actively manages application lifecycles by using Lifecycle Services LCS and other Microsoft tools and platforms Preparing For The Microsoft Dynamics 365 Core Finance and Operations MB 300 Exam To Become A Certified Microsoft Dynamics 365 Core Finance and Operations MB 300 By Microsoft Here We Have Brought Best Exam Questions For You So That You Can Prepare Well For This Exam Unlike other online simulation practice tests you get an eBook version that is easy to read remember these questions You can simply rely on these questions for successfully certifying this exam

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web rusting can be prevented by keeping oxygen or water away from the iron or steel oxygen can be excluded by storing the metal in an atmosphere of unreactive nitrogen or argon a desiccant is a

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