

Test B

1. The textbox icon is which one from the top on the left toolbar?
 - a. 1
 - b. 2
 - c. 3
 - d. 4

2. The clipart gallery icon is which one from the top on the left toolbar?
 - a.5
 - b.4
 - c.3
 - d.2
 - e.1

3. How do you delete a page?
 - a. Toggle > delete
 - b. Edit > delete
 - c. Toggle> Edit > Delete Page
 - d. Toggle>Edit>Delete

4. To create a Master Page you click on.
 - a. Ctrl>shift
 - b. Edit>copy>paste
 - c. View>Master Page
 - d. Edit>Master Page

5. An A at the bottom of the text box means:
 - a. You did a good job
 - b. All Completed
 - c. Text Overflow
 - d. Edit the text

6. When we change the color of the clip art it is completed when we push:
 - a. Done
 - b. Finished
 - c. Apply
 - d. Enter

7. If we want to change the text font in the whole text box we can:
 - a. Highlight all the text and change it
 - b. Click three times in the box with the mouse and change it

- c. Click your red shoes and say “there’s no place likehome.”
- d. A or b
- e. none of the above

8. Where can we find our design sets.
- a. in Insert
 - b. in tools
 - c. in our task pin
 - d. in help