





End of unit quiz

1. What do these tool bar icons do:
a)  b)  c)  d) 
2. Where would you go to insert a picture or clipart?
3. Show your Computer Partner / teacher that you know how to retrieve the Word document that you produced together.
4. Type this sentence and correct it's spelling and grammar **'Its good to check the speling and grammer of your work. Word procesing applications sometimes automatically asist with this. It is eazy to use'**.
5. Create a short letter to your Computer Partner / teacher to thank them for their help. Print it off and give it to them.