

SEKOLAH RENDAH BERIBI TELANAI, CLUSTER 3

ICT YEAR 2

TOPIC : FORMATTING TEXT IN MICROSOFT WORD.

Name: _____. Year: _____.

Fill in the blank with the correct word.

italic	underline
font style	font size
font colour	bold

The diagram illustrates the connection between the Microsoft Word ribbon and text formatting. At the top, three empty boxes are connected by arrows to the 'Font' group on the 'Home' ribbon. The ribbon itself is shown with tabs: Draw, Design, Layout, References, Mailings, Review, View, and Help. The 'Font' group is expanded, showing the font face (Arial), font size (11), and various formatting icons. Below the ribbon, three empty boxes are connected by arrows to the 'B', 'I', and 'U' icons, which represent bold, italic, and underline formatting respectively.