



PAKISTAN INTERNATIONAL SCHOOL JEDDAH
FEDERAL JUNIOR SECTION

NAME : _____

SECTION: _____

CH#1: CREATING PUBLICATION IN PUBLISHER

Q: MATCH THE FOLLOWING BUTTONS WITH THEIR FUNCTIONS:

<u>BUTTON</u>	<u>FUNCTION</u>
Text Fit	Changes the hyphenation behaviour of the selected text
Change Case	Creates a large capital letter at the beginning of a paragraph
Hyphenation	Changes the behaviour for fitting text inside a text box
Clear All Formatting	Changes the selected text to small cap text
Drop Cap	Adjusts the spacing between the characters
Character Spacing	Remove all formatting from the selection