

STD – VI

VELANKANNI PUBLIC SCHOOL

COMPUTER SCIENCE WORKSHEET

LS – 3 LISTS, WORDART AND PICTURES

NAME: \_\_\_\_\_ CLASS & SEC: \_\_\_\_\_

**REARRANGE THE FOLLOWING:**

To add or modify text effects:

1. Click the Format tab.
2. Move the mouse over an effect category. A drop-down menu will appear. You can move the mouse over the different effects to see a live preview.
3. Select a text box, or select some text inside the text box. The Format tab will appear.
4. Select the desired effect. The effect will be applied to your text. If you want, you can combine several different effects.
5. Click the Text Effects command in the WordArtStyles group. A drop-down menu will appear, showing the different effect categories.

**ANSWER:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_