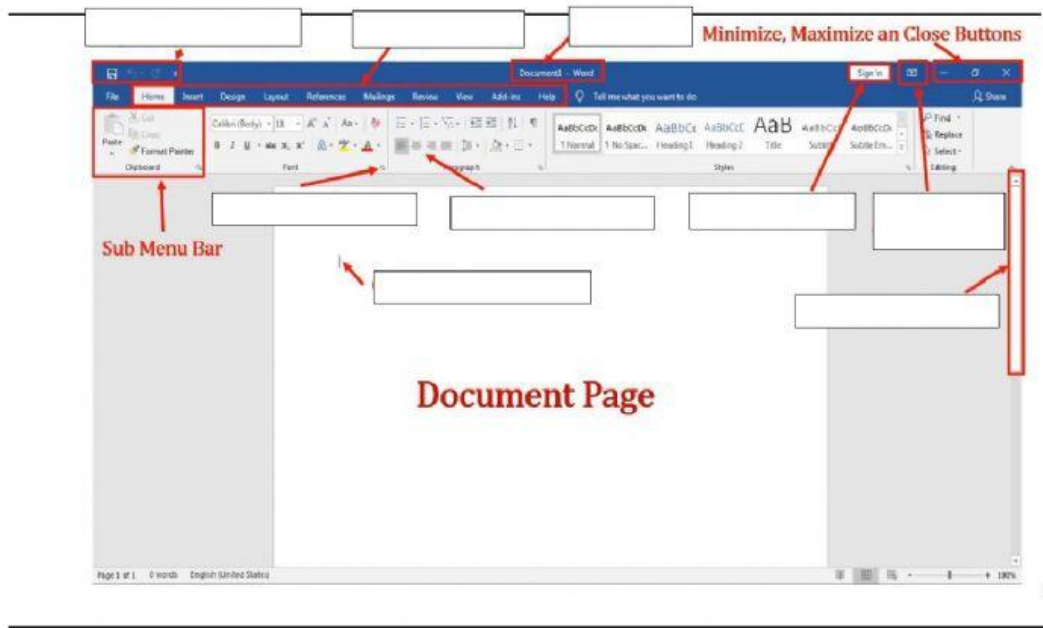


Name: _____

Grade: _____

Date: _____

1. Label the Microsoft Word Interface below. (9 points)



2. Answer the questions below.

A. What is Word Processing? (1 point)

B. List 3 Word Processing Software. (3 points)

C. List 4 things that can be found in the **Backstage View**. (4 points)

D. What is the difference between **Save** and **Save As**? (2 points)