Name: _____

A. Draw a line to match the program icon with its role.



- For drawing



- For doing a report



- For presenting works

B. Drag the program's name to its icon.

Microsoft Word | Microsoft Powerpoint | Microsoft Paint







LIVEWORKSHEETS

C. Drag the names to its icons below.

Folder	Left Click	File	Right Click






D. Type in the blanks the correct answers.

Choose the answer in the box below.

Save	Copy	Paste
Open	Cut	

a. Ctrl + O _____

b. Ctrl + X _____

c. Ctrl + S _____

d. Ctrl + C _____

e. Ctrl + V _____

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