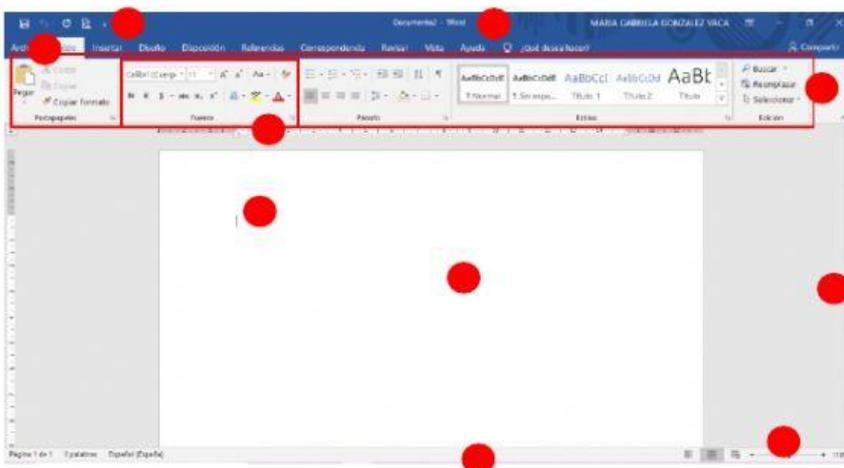


WORD PROCESSOR

ACTIVITY 1: CHOOSE THE CORRECT ANSWER:

1. A Word processor is a program that allows to...
 - a. Create a document
 - b. Watch videos
 - c. Make calculations
2. This is NOT an example of Word processor:
 - a. Open Office Writer
 - b. Microsoft Word
 - c. Scratch
3. Can you print a document in Microsoft Word?
 - a. True
 - b. False
4. Can you edit a video in Microsoft Word?
 - a. True
 - b. False

ACTIVITY 2: IDENTIFY THE PARTS OF MICROSOFT WORD WINDOW. DRAW A LINE FROM THE RED PERIODS AND THEIR NAMES ON THE RIGHT



Title bar

Quick Access toolbar

Tabs

Ribbon

Group

Text area

Cursor

Vertical scrollbar

Horizontal scrollbar

Zoom