📘 ONLINE WORKSHEET (LIVEWORKSHEETS FORMAT)

Topic: Introduction to Microsoft Publisher
Subject: ICT
Year: 4

Name: _____
Class: _____
Date: _____

🧠 Section A: Multiple Choice

*(Use: **Choose → Dropdown / Multiple choice**)*

1. Microsoft Publisher is used to…
( ) Write stories
( ) Create posters, flyers, and cards
( ) Play games
( ) Do calculations

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2. Microsoft Publisher is a type of…
( ) Drawing software
( ) Presentation software
( ) Desktop publishing software
( ) Video editing software

🖥️ Section B: Matching

*(Use: **Drag & Drop**)*

Match the parts to their functions.

Term	Match
Text Box	Type words
Picture Tool	Add pictures
Template	Ready-made design

✳️ Section C: True or False

*(Use: **Choose** → True/False)*

1. Microsoft Publisher can be used to make posters.
True / False

2. You cannot add pictures in Microsoft Publisher.
True / False

3. Templates help us work faster.
True / False

📝 Section D: Fill in the Blanks

*(Use: **Text** → Short answer)*

Word Bank: poster, text box, pictures

1. We use a _____ to type words.

2. Microsoft Publisher can create a _____.

3. We can insert _____ to make our work beautiful.

🎨 Section E: Multiple Choice

*(Use: **Tick the correct answer**)*

Which of these can be made using Microsoft Publisher?

☐ Poster
☐ Flyer
☐ Greeting Card
☐ All of the above