



### **MICROSOFT WORD - PRACTICAL EXERCISE**

#### **EXERCISE 1:**

- 1) Load Microsoft Word.
- 2) Type the following text :

The Fairy Tales we deserve

The Disney Stories that enchant us today are drawn from ancient, worldwide folk tradition. Some folklorists believe that "Cinderella" in its most basic form--neglected youngest child is tested, found worthy, rewarded with mate--dates back to the Old Stone Age.

Cinderella

Folk versions of "Cinderella" were related in hundreds of societies. In these stories, the "test" for the unfortunate child is different. Our familiar Cinderella is beautiful and has tiny feet. By contrast, the Japanese Cinderella gets her Prince by writing a prize-winning poem.

Other fairytales include :

- Little Red Riding Hood
- Three Little Pigs
- Beauty and the Beast

# Practice Exercises For Microsoft Word 2013

**Reeta Sahoo, Gagan Sahoo**



## **Practice Exercises For Microsoft Word 2013:**

**Microsoft Word 2013 Step By Step** Joan Lambert, Joyce Cox, 2013-01-15 Experience learning made easy and quickly teach yourself how to format publish and share your content using Word 2013 With Step by Step you set the pace building and practicing the skills you need just when you them Includes downloadable practice files and a companion eBook Work with Word on your PC or touch enabled device Master the core tools for designing and editing documents Manage page layout style and navigation Use tables and charts to organize information Insert pictures graphics and video Use collaboration and review features *Word 2013 ELearning Kit For Dummies* Lois Lowe, 2014-04-28 Whether you ve used other versions of this popular program or never processed a single word this guide will get you going with Word 2013

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difficult topics      *Learning Microsoft Word 2003* Gregory Lawrence Bowden,2006-05      **Information and Communication Technology System Maintenance (Practical)** Mr. Rohit Manglik,2024-05-18 EduGorilla Publication is a trusted name in the education sector committed to empowering learners with high quality study materials and resources Specializing in competitive exams and academic support EduGorilla provides comprehensive and well structured content tailored to meet the needs of students across various streams and levels      23 Practice Sets for IBPS RRB Officer Scale 1 Preliminary & Main Exam 2020 with 4 Online Tests 5th Edition Disha Experts,2020-03-19      **23 Practice Sets for IBPS RRB Officer Scale 1 Preliminary & Main Exams with Past Papers & 4 Online Tests 6th Edition** Disha Experts,2020-04-06      Towards a Psychophysiological Approach in Physical Activity, Exercise, and Sports Pedro Forte,Daniel Leite Portella,Diogo Monteiro,José Eduardo Teixeira,2023-10-30 In recent years there has been an increase in interest in mental health disorders as a result of mediatic coverage of Olympic athletes mental health struggles and also due to the COVID 19 pandemic lockdowns These phenomena helped to further exacerbate a problem already extensively present in sport and society Therefore applying a psychophysiological approach to physical activity exercise and sports research has become very popular Indeed mental fatigue and mental disorders are not only psychological in origin but also require an explanation from a psychophysiological perspective due to the effective interconnection between the psychological and physiological dimensions Psychological variables can also influence performance and the psychophysiological system has a strong effect on the control of physical capacities Moreover pacing behaviour decision making self regulation and effort perception can also explain the role of the brain in physical activity and exercise management Thus the aim of this Research Topic is to share the impact of a psychophysiological approach in physical activity exercise and sports      *15 Practice Sets for IBPS RRB Officer Scale 1 Mains Exam with 2 Online Tests* Disha Experts,2020-07-04      *Mastering Microsoft Office* Helen Holding,Clare Martin,2017-03-04 This new edition of Mastering Microsoft Office provides a concise practical guide to the essential features of Microsoft Office With updated coverage of Office 2000 this book offers guidance on the most useful aspects of Word Excel PowerPoint and Access It also includes a new chapter on Outlook Step by step instructions take the reader through a series of connected tasks which are illustrated with screenshots to aid understanding Exercises multiple choice questions and worksheets help to consolidate knowledge making this book ideal for use on courses and for self study in the home or office      **JKSSB Accounts Assistant (Finance Department) Exam Guide 2021** Arihant Experts,2021-02-21

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