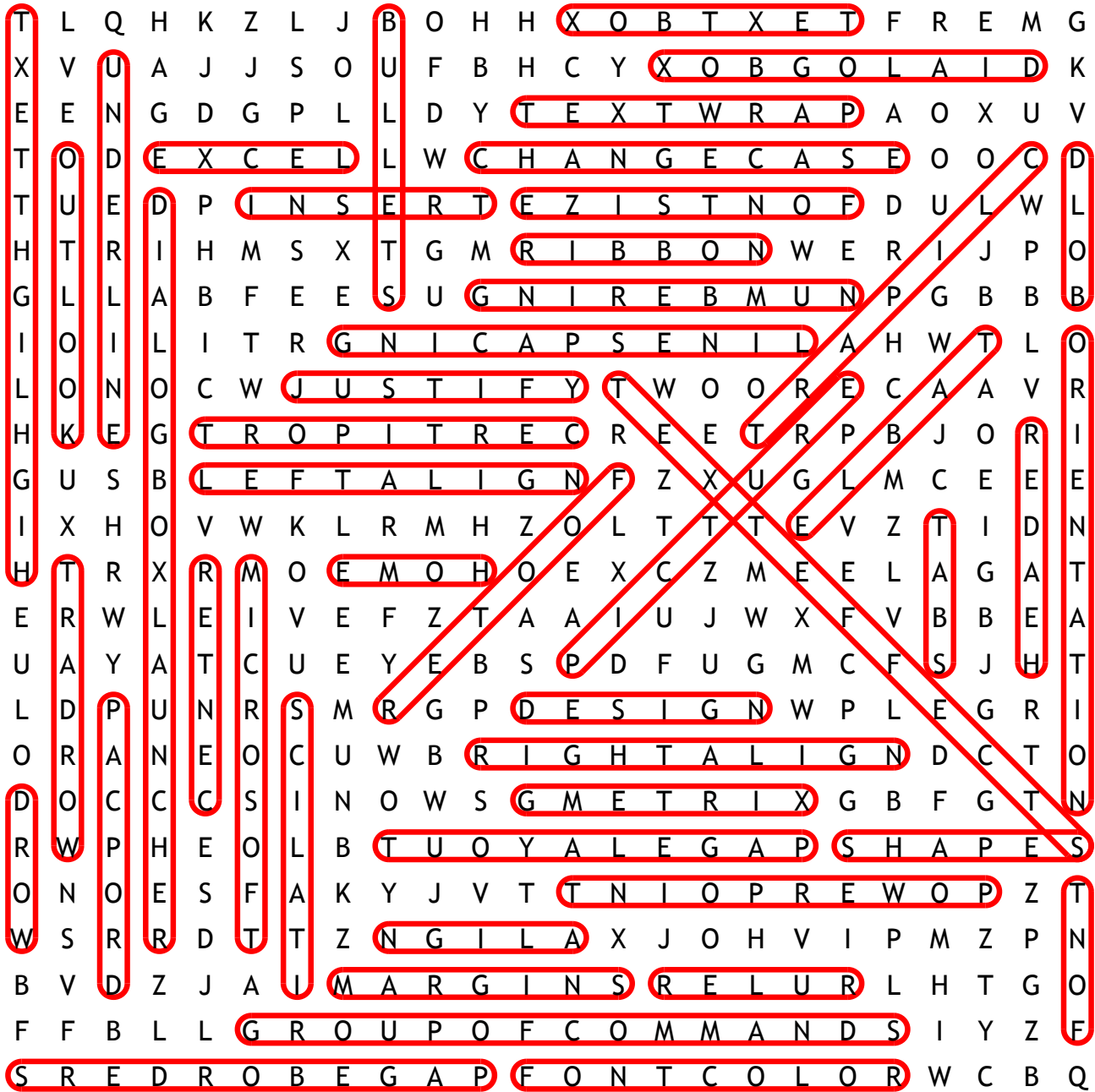


Name: _____ Date: _____ Period: _____

MICROSOFT WORD TERMINOLOGY



DIALOG BOX LAUNCHER
TEXT EFFECTS
DIALOG BOX
FONT SIZE
CLIP ART
GMETRIX
PICTURE
INSERT
RULER
TABS

GROUP OF COMMANDS
CHANGE CASE
FONT COLOR
MICROSOFT
DROP CAP
ITALICS
CENTER
RIBBON
TABLE
WORD

HIGHLIGHT TEXT
ORIENTATION
LEFT ALIGN
NUMBERING
TEXT BOX
JUSTIFY
DESIGN
SHAPES
BOLD

LINE SPACING
PAGE LAYOUT
POWERPOINT
TEXT WRAP
WORD ART
MARGINS
FOOTER
ALIGN
FONT

PAGE BORDERS
RIGHT ALIGN
CERTIPORT
UNDERLINE
BULLETS
OUTLOOK
HEADER
EXCEL
HOME