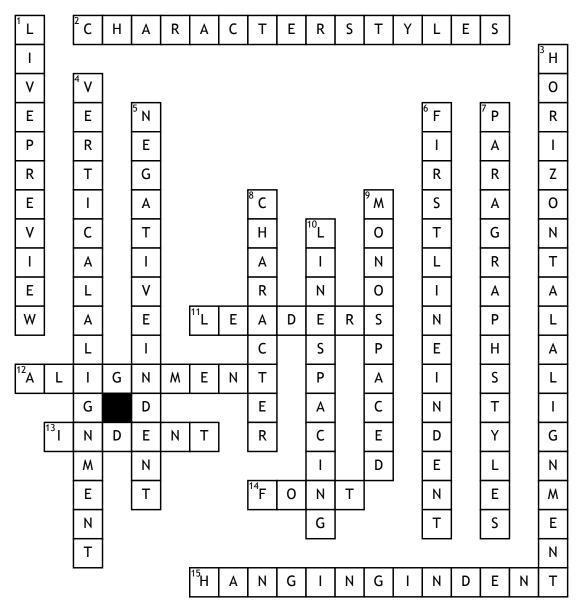
Name:	Date:	Period:
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## Word 2013 Key Terms



## Across

- **2.** a style that is applied to individual characters or words that users
- **11.** A tool identified with symbols such as dotted, dashed, or solid
- **12.** A setting that refers to how text is positioned between the margins
- **13.** A blank space inserted between text and the left or right margin.
- **14.** A set of characters that have the same design

**15.** A setting that begins the first full line of text in a paragraph at the

## Down

- 1. live preview shows you how your document will look with the selected
- **3.** A setting that refers to how text is positioned between the left and
- **4.** a setting that refers to how text is positioned between the top and bottom
- **5.** a setting that extends paragraph text into the left margin.

- **6.** A setting that inserts a one-half inch of blank space
- **7.** a style in which the formats are applied instantly to all text in the
- **8.** Any single letter, number, symbol, or punctuation mark.
- **9.** A font in which all of its characters take up the same amount of
- **10.** The amount of space between lines of text in a paragraph