

## My Assignment

**Name:** Ndukwe Chisom Bethel

**Reg no:** 2017423007(CEP)

**Dept.:** Bus. Admin

ACC 371(MIS) assignment.

**1ai.** Input devices: mouse, scanner, Joystick

**1aii.** Output devices: monitors, printers, speaker.

**1b.** Short cut keys in Microsoft word:

- Ctrl+A. select all content of the page
- Ctrl + B. bold highlighted selection
- Ctrl +X. Cut selected text
- Ctrl +Copy selected text
- Ctrl + V. Paste selected text.
- Ctrl + F. open find box
- Ctrl + H. Open replace box.
- Ctrl +G or F5. Go to.

**1c.** Inside part: Optimal drive& hard disk drive, mother board. Backward part: power supply and fan, Connectors, expansion slots.

**2a.** Special keys on the keyboard: Tab, shift, Alt Gr, Ctrl, scroll lock, insert, Num lock, Caps lock, Function keys(F1,f2....F12), print screen.

**2b. Application** packages used by an accountant & business owner:

- BMAC accountancy
- Quick book
- Sage
- Tubor task
- Tally prime
- Peach tree.

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3)

### FONT-TYPE

1) *Serif* - CONNECTING WITH GOD THROUGH REPENTANCE, THROUGH THE BLOOD OF JESUS AND SPIRIT OF GOD.

2) *Sans-Serif* - CONNECTING WITH GOD THROUGH THANKSGIVING, PRAISE, & WORSHIP.

3) *Script* - *Connecting With God Through Acknowledgement Of Your Divine Nature In Prayer.*

4) *Handwritten* - *IGNITING* OUR SPIRIT BY AFFIRMING GOD'S DIVINE NATURE IN prayer.

5) *Cursive font* - *IGNITING* OUR SPIRIT BY AFFIRMING GOD'S WILL IN PRAYER.

### COLOR

*Connecting With God Through Repentance, Through The Blood Of Jesus And Spirit Of God.*

*Connecting With God Through Thanksgiving, Praise, & Worship.*

*Connecting With God Through Acknowledgement Of Your Divine Nature In Prayer.*

*Igniting* Our Spirit By Affirming God's Divine Nature In Prayer.

*Igniting* Our Spirit By Affirming God's Will In Prayer.

*Igniting* Our Spirit By Speaking The Language If The Spirit..

Interceding For Specific People And Circumstances.

Interceding For Restoration In The Seven Spheres Of Life.

Interceding For The Salvation Of The Spirit, Soul, Body, Life-Path, Lifestyle, Resources And Relationship Of People.

### **Title Case**

*Connecting* With God Through Repentance, Through The Blood Of Jesus And Spirit Of God.

*Connecting* With God Through Thanksgiving, Praise, & Worship.

*Connecting* With God Through Acknowledgement Of Your Divine Nature In Prayer.

*Igniting* Our Spirit By Affirming God's Divine Nature In Prayer.

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*Igniting* Our Spirit By Speaking The Language If The Spirit..

Interceding For Specific People And Circumstances.

Interceding For Restoration In The Seven Spheres Of Life.

Interceding For The Salvation Of The Spirit, Soul, Body, Life-Path, Lifestyle, Resources And Relationship Of People.

Interceding For Specific Spheres, Groups, Nations, And Countries.

Interceding For The Seven Spheres Of Society And The Seven Continents Of The World.

Interceding For Kingdom Influence Over The Sphere Of Faith, Education, Science & Technology, Healthcare & Hospitality, Government, Judiciary, & Law Enforcement, Sports, Entertainment, Culture & Arts, Economy, Business & Finance, Family, Community, & Relationship.

If You Want To See The Father's Will Done In You, In People And In Nations.

If You Want To See Jesus' Glory Revealed In You, In People And In Nations.

If You Want To See The Holy Spirit Have His Way In You, In People And In Nations.

If You Want To See People And Nations Overwhelmed And Transformed By The Presence And Power Of God.

Our Vision Is To See A GEM Covered Globe, A World Saturated And Dominated By GEMS. GEMS Are People, Nations, Organizations, Structures And Systems Radiating The Glory Of God, An

## UPPERCASE

*CONNECTING* WITH GOD THROUGH REPENTANCE, THROUGH THE BLOOD OF JESUS AND SPIRIT OF GOD.

*CONNECTING* WITH GOD THROUGH THANKSGIVING, PRAISE, & WORSHIP.

*CONNECTING* WITH GOD THROUGH ACKNOWLEDGEMENT OF YOUR DIVINE NATURE IN PRAYER.

*IGNITING* OUR SPIRIT BY AFFIRMING GOD'S DIVINE NATURE IN PRAYER.

*IGNITING* OUR SPIRIT BY AFFIRMING GOD'S WILL IN PRAYER.

*IGNITING* OUR SPIRIT BY SPEAKING THE LANGUAGE IF THE SPIRIT..

INTERCEDING FOR SPECIFIC PEOPLE AND CIRCUMSTANCES.

INTERCEDING FOR RESTORATION IN THE SEVEN SPHERES OF LIFE.

INTERCEDING FOR THE SALVATION OF THE SPIRIT, SOUL, BODY, LIFE-PATH, LIFESTYLE, RESOURCES AND RELATIONSHIP OF PEOPLE.

INTERCEDING FOR SPECIFIC SPHERES, GROUPS, NATIONS, AND COUNTRIES.

INTERCEDING FOR THE SEVEN SPHERES OF SOCIETY AND THE SEVEN CONTINENTS OF THE WORLD.

INTERCEDING FOR KINGDOM INFLUENCE OVER THE SPHERE OF FAITH, EDUCATION, SCIENCE & TECHNOLOGY, HEALTHCARE & HOSPITALITY, GOVERNMENT, JUDICIARY, & LAW ENFORCEMENT, SPORTS, ENTERTAINMENT, CULTURE & ARTS, ECONOMY, BUSINESS & FINANCE, FAMILY, COMMUNITY, & RELATIONSHIP.

IF YOU WANT TO SEE THE FATHER'S WILL DONE IN YOU, IN PEOPLE AND IN NATIONS.

IF YOU WANT TO SEE JESUS' GLORY REVEALED IN YOU, IN PEOPLE AND IN NATIONS.

IF YOU WANT TO SEE THE HOLY SPIRIT HAVE HIS WAY IN YOU, IN PEOPLE AND IN NATIONS.

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### lowercase

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*igniting* our spirit by speaking the language if the spirit..

interceding for specific people and circumstances.

interceding for restoration in the seven spheres of life.

interceding for the salvation of the spirit, soul, body, life-path, lifestyle, resources and relationship of people.

interceding for specific spheres, groups, nations, and countries.

interceding for the seven spheres of society and the seven continents of the world.

interceding for kingdom influence over the sphere of faith, education, science & technology, healthcare & hospitality, government, judiciary, & law enforcement, sports, entertainment, culture & arts, economy, business & finance, family, community, & relationship.

if you want to see the father's will done in you, in people and in nations.

if you want to see jesus' glory revealed in you, in people and in nations.

if you want to see the holy spirit have his way in you, in people and in nations.

if you want to see people and nations overwhelmed and transformed by the presence and power of god.

our vision is to see a gem covered globe, a world saturated and dominated by gems. gems are people, nations, organizations, structures and systems radiating the glory of god, an

## Text Shading

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## Inserting an Image

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