Kayode Peter Temitope

208077

Computer Science Department (200 Level)

Microsoft Word Examination

# List of Pictures

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# List of Tables

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**Question iv**

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document. To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries. Themes and styles also help keep your document coordinated. (Temitope, 2015)

When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme. Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign. Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. (Daniel & Peter, 2019)

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**Question v**

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## Figure 1.1 Mansion

When you work on a table, click where you want to add a row or a column, and then click the plus sign. Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device. Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

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## Figure 1.2 Blue Mansion

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries. Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

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**Question via**

Table 1.1 Biodata of Special Students

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **S/N** | **Name** | **Matric No** | **Department** | | **Faculty** | **Position Held** | **Hall of Residence** |
| 1 | David Jonah | 234567 | | Botany | Science | Vice President | Bello |
| 2 | Deborah Adeola | 234789 | | Law | Law | Secretary | Idia |
| 3 | Peter Kayode | 907846 | | Computer Science | Science | Member | ZIk |
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**Question vib**

Table 1.2 Food Time Table

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Food Time Table** | | | | | | | |
|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** | **Sunday** |
| **Breakfast** | Jollof Rice and Egg | Pap and Moi-Moi | Custard with milk and Akara | Bread and Tea | Potatoe Porrage | Moi-Moi and Pap | Bread and Egg |
| **Lunch** | Semovita and Vegetable | Beans and Yam | Yam and Egg | Semovita with Egusi sou | Spaghetti and Egg | Pounded Yam and Egusi soup | Beans and Bread |
| **Dinner** | Banana and Orange Juice | Amala and Okra soup | Cucumber with Watermelon | Pancake with Tea | Fruit Salad with Snacks | Potatoes and Egg | Fired Rice with Salad |

**Question vii**

**Question viii**

**6 Ω**

24**V**

**8 Ω**

**12 Ω**

# References

Daniel, O., & Peter, A. (2019, June 23). Home Attires. *Dressing, volume 2*, 45.

Temitope, K. P. (2015). *How to Cook.* Lagos: University of Lagos Press.

University of Straclyde. (2007, August 12). *Home of the Strclydes*. Retrieved from Straclyde for all: www.straclyde.com