**BÀI TẬP CHƯƠNG 1 (TRANG 2 - 16)**

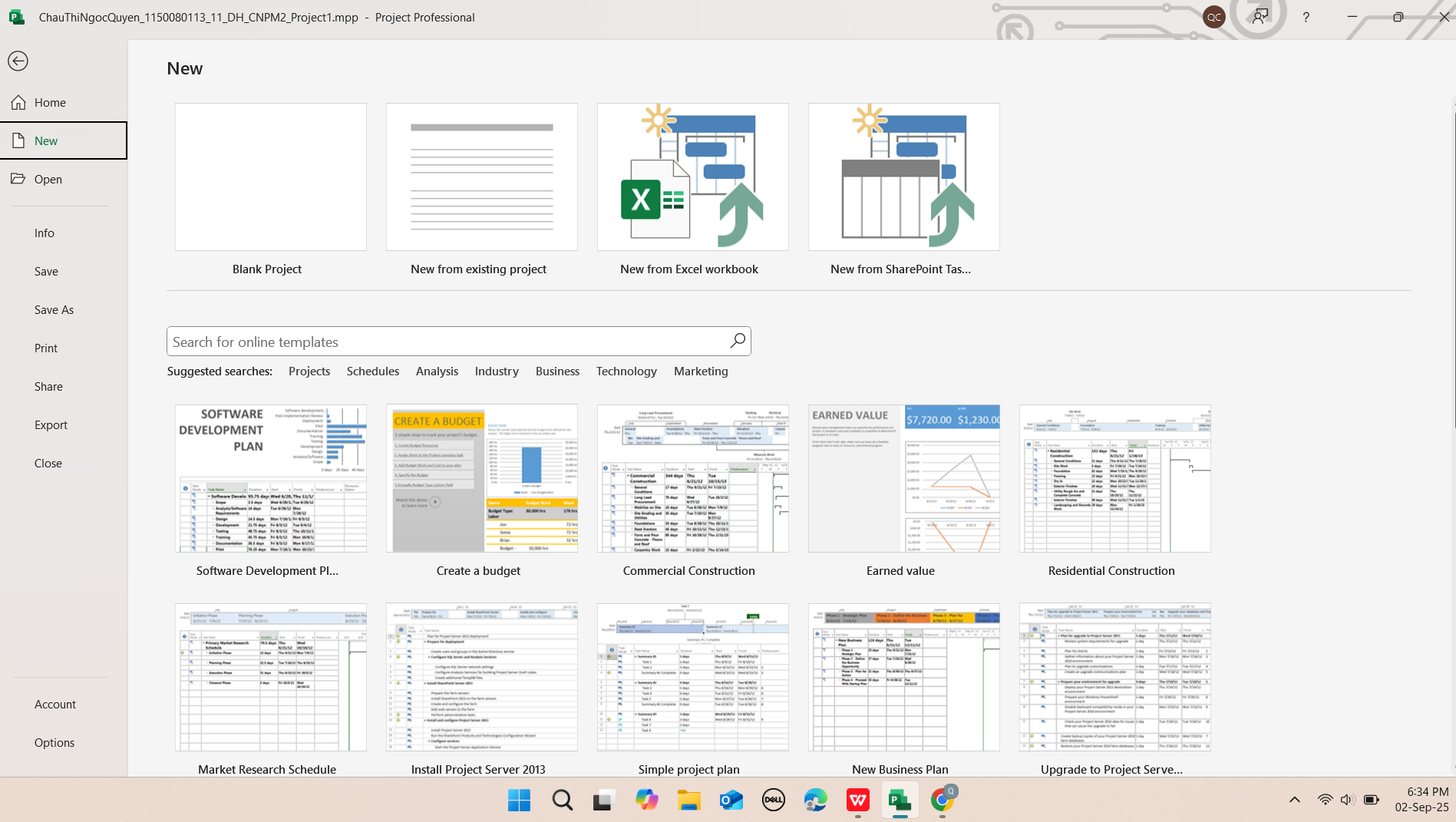
*Tên SV: Châu Thị Ngọc Quyên*

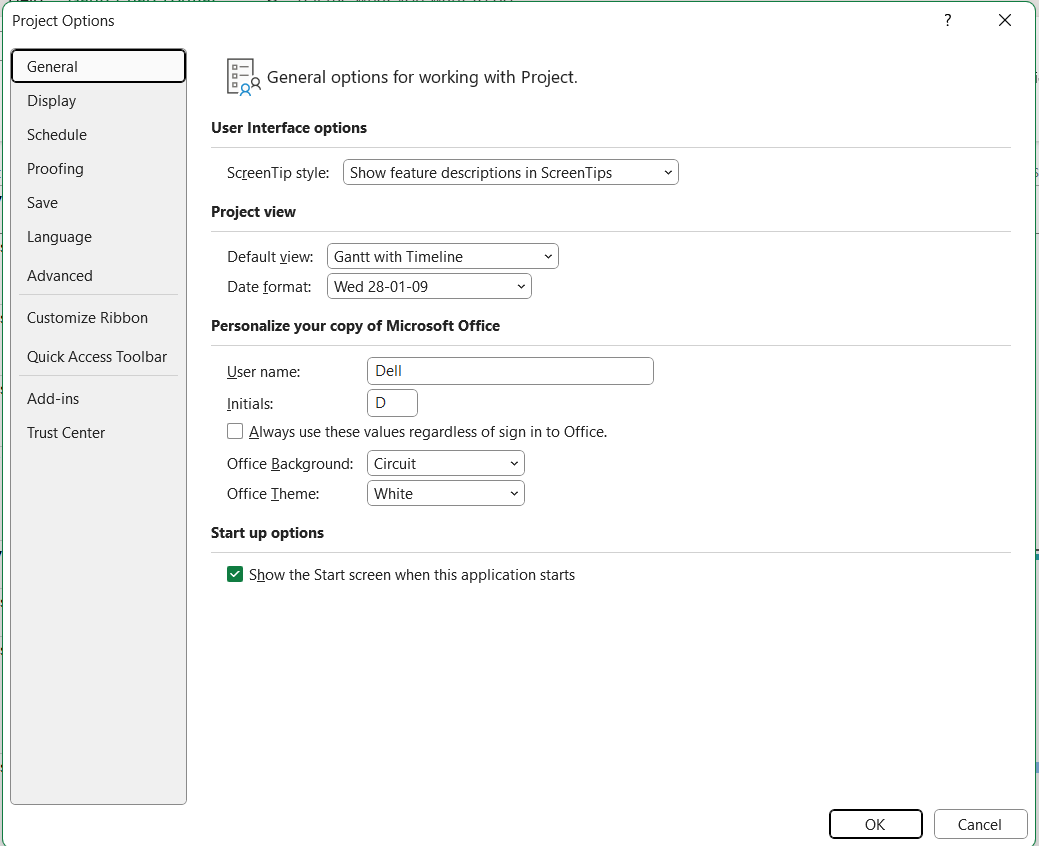
*Lớp: 11\_ĐH\_CNPM2*

*Khoa: Công nghệ thông tin*

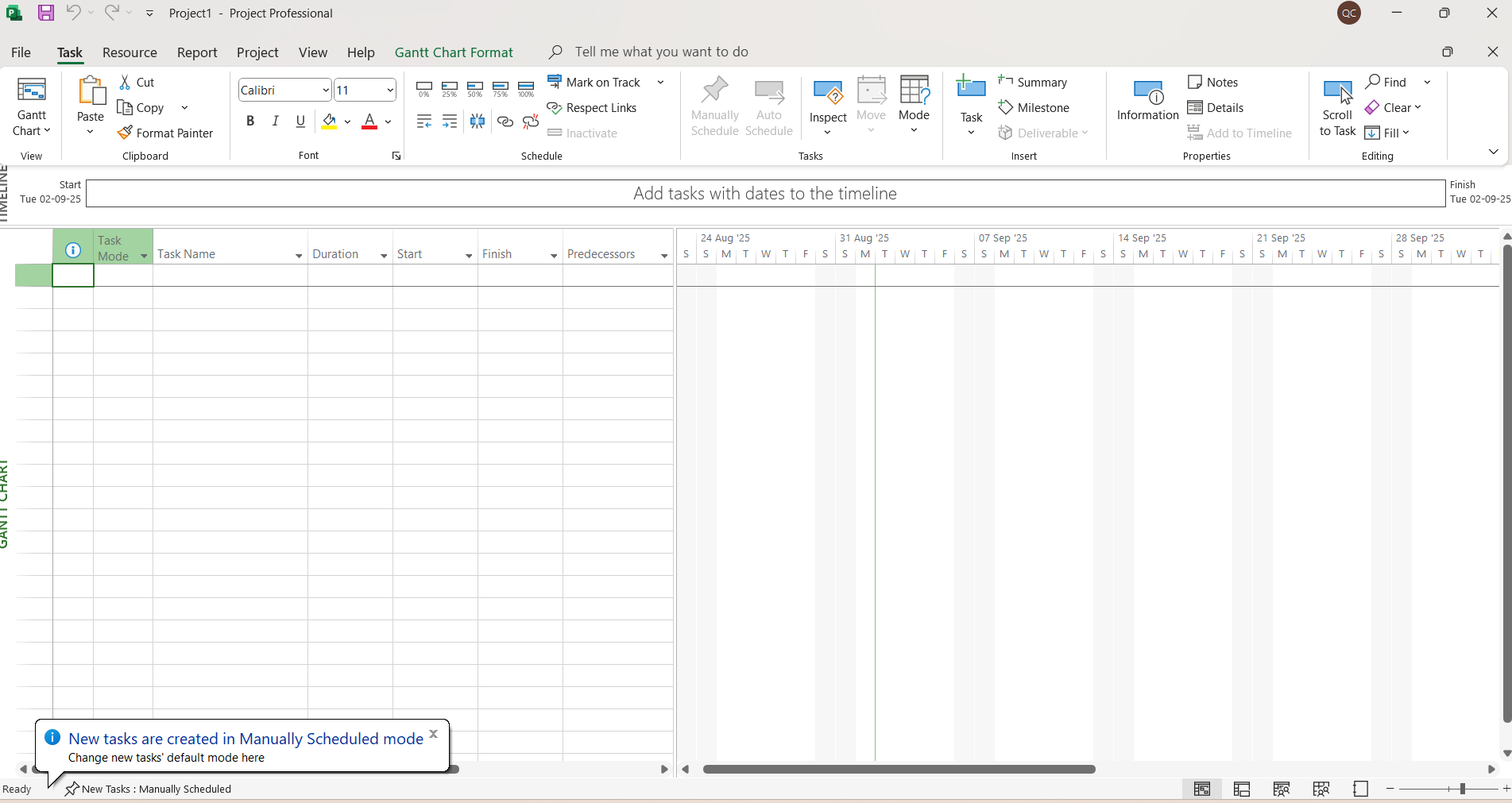
* 1. **Giao diện làm việc**

Bước 1:



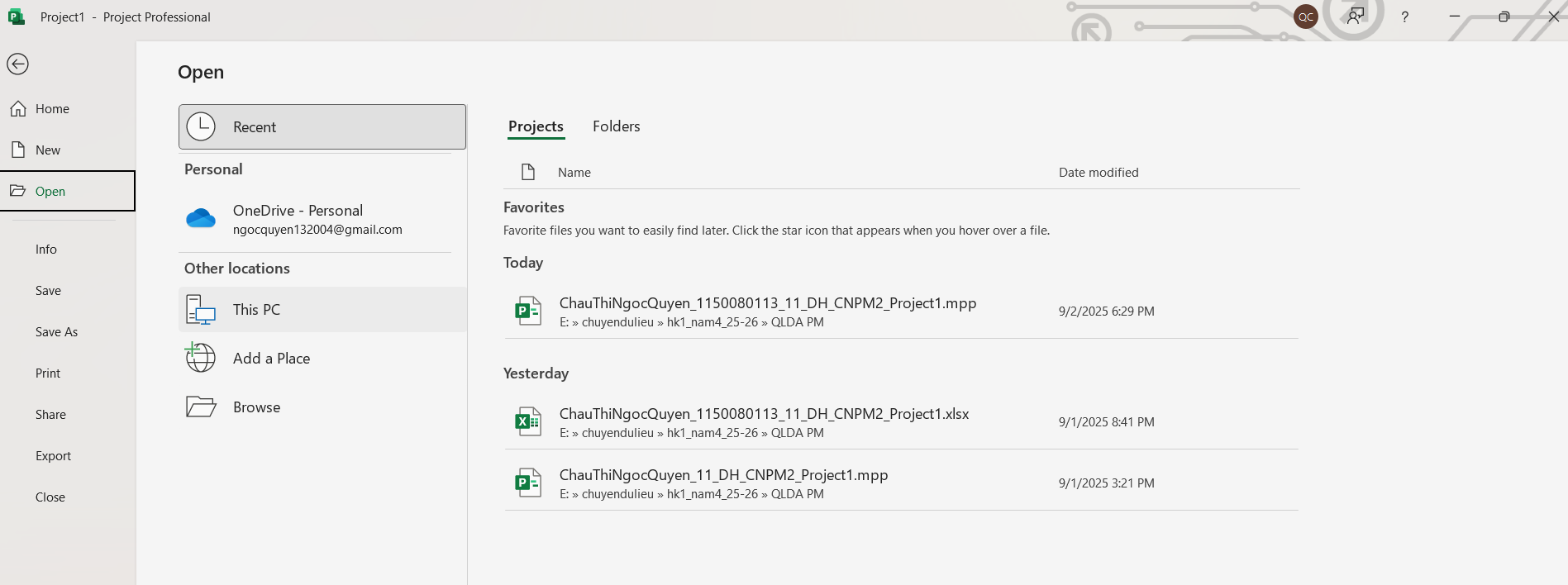


Bước 2: Blank Project

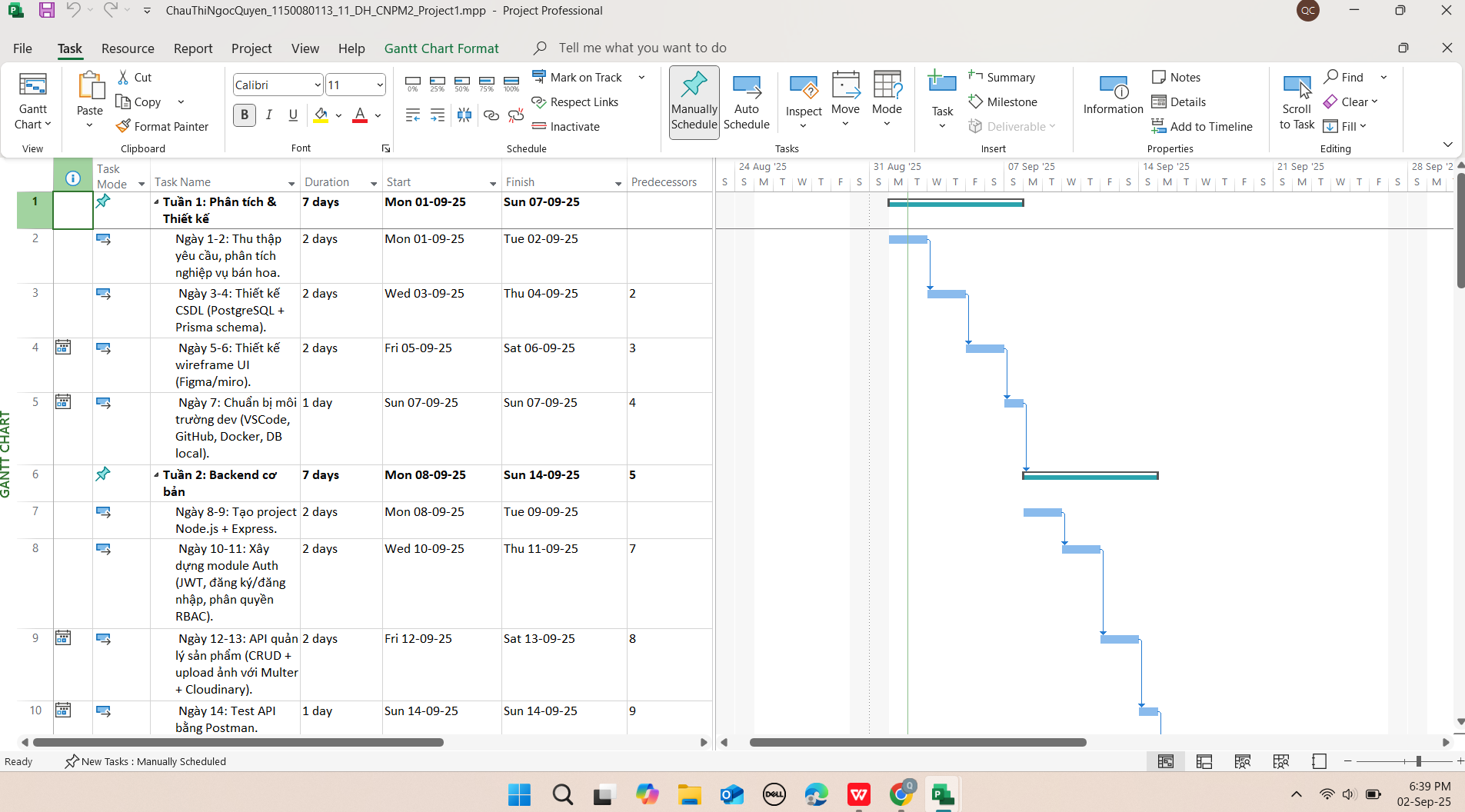


**1.2. Khung nhìn Backstage-Quản lý các tập tin và các tùy chọn thiết lập**

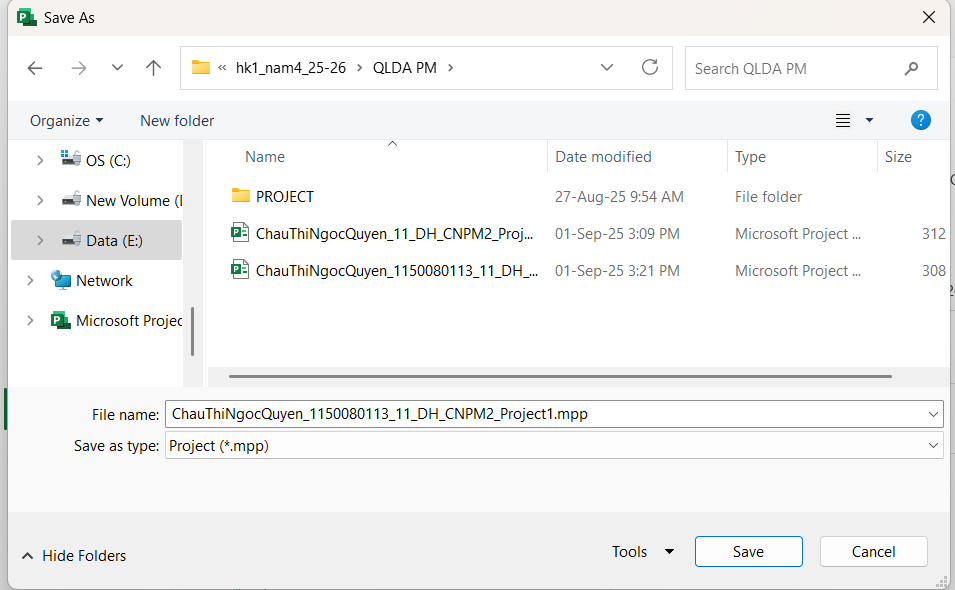
Bước 1, 2:



Bước 3,4,5:

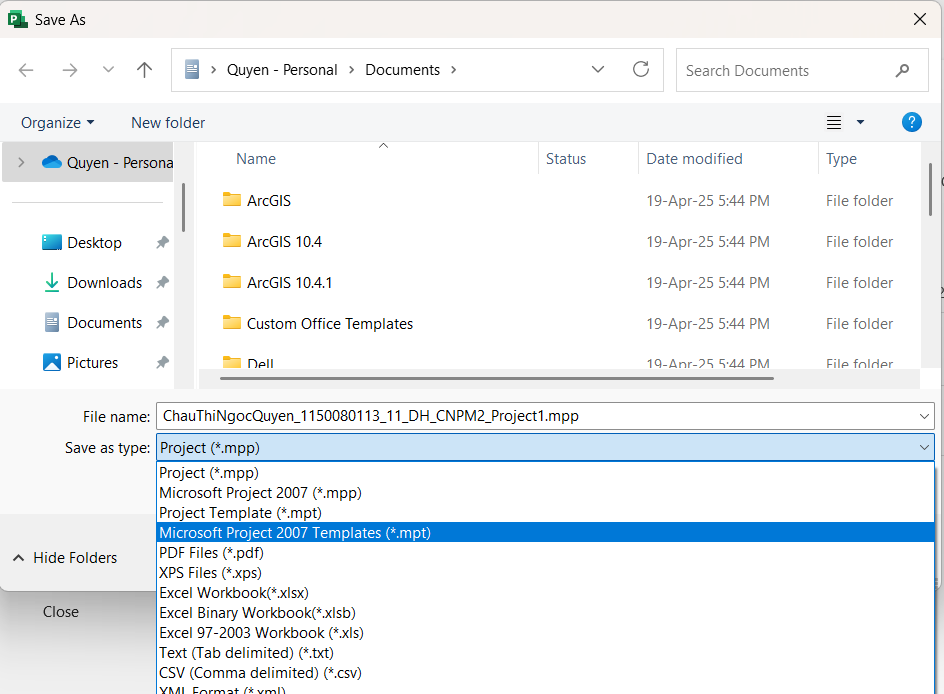


Bước 6,7,8:



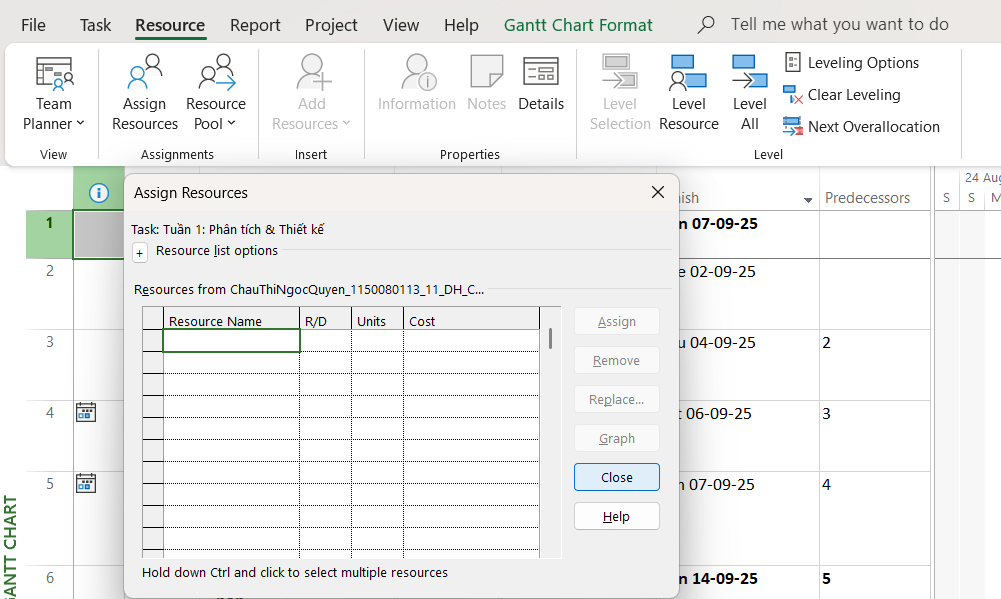
**\* Các biểu mẫu-Templates:**

Bước 1,2,3,4,5:



**1.3. Tab và Ribbon**

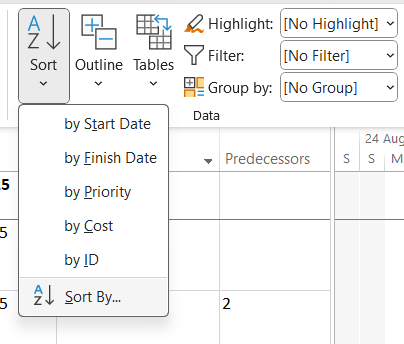
Bước 1,2,3:



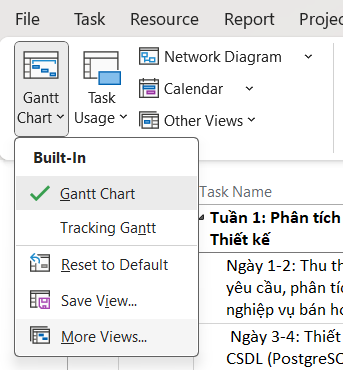
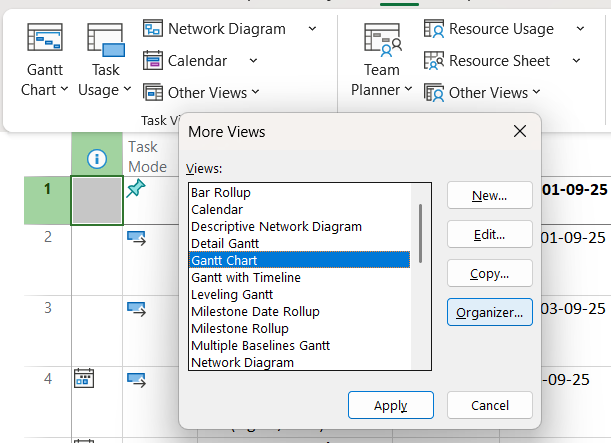
Bước 4:

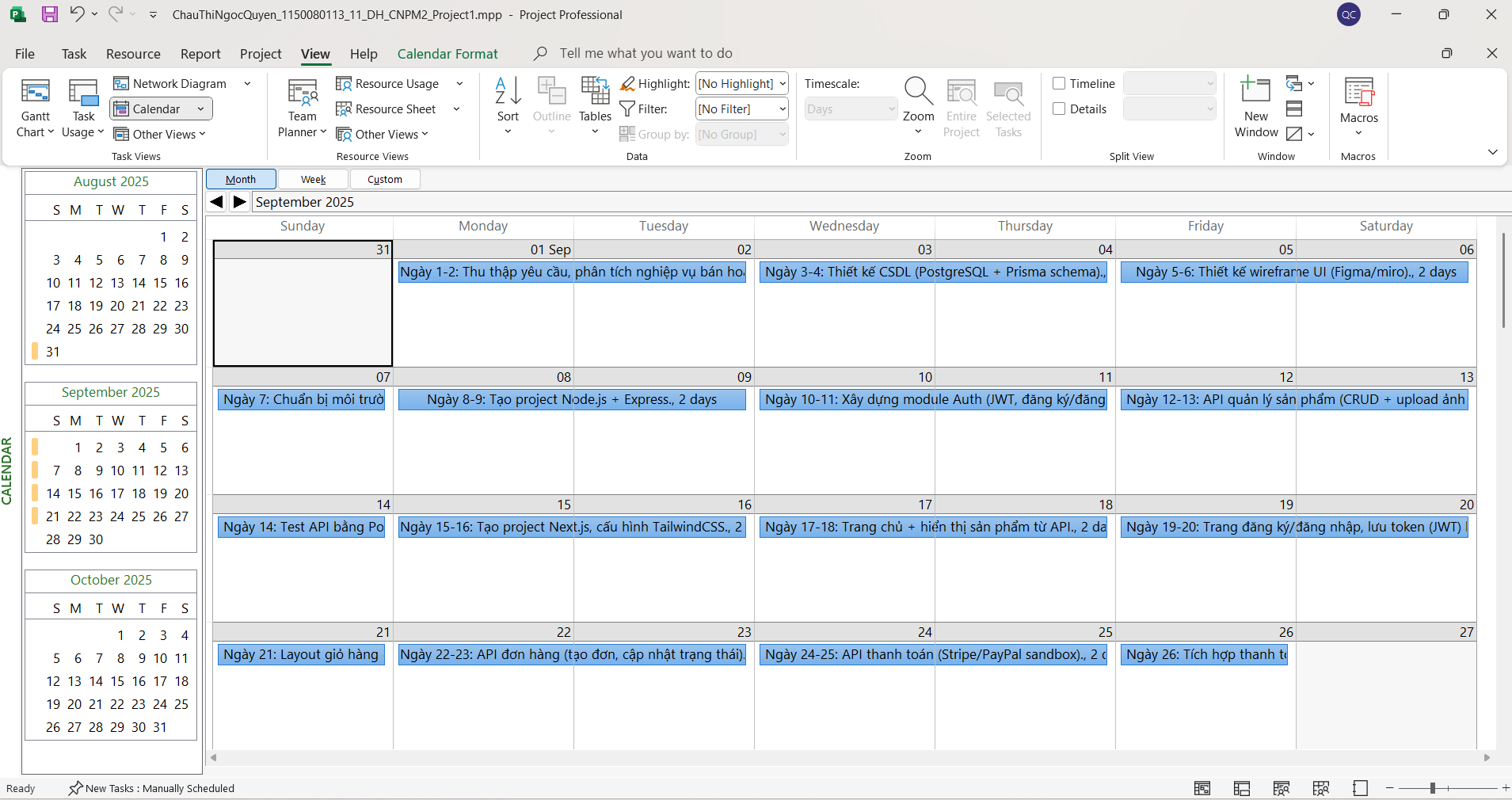
Bước 5:

Bước 6:

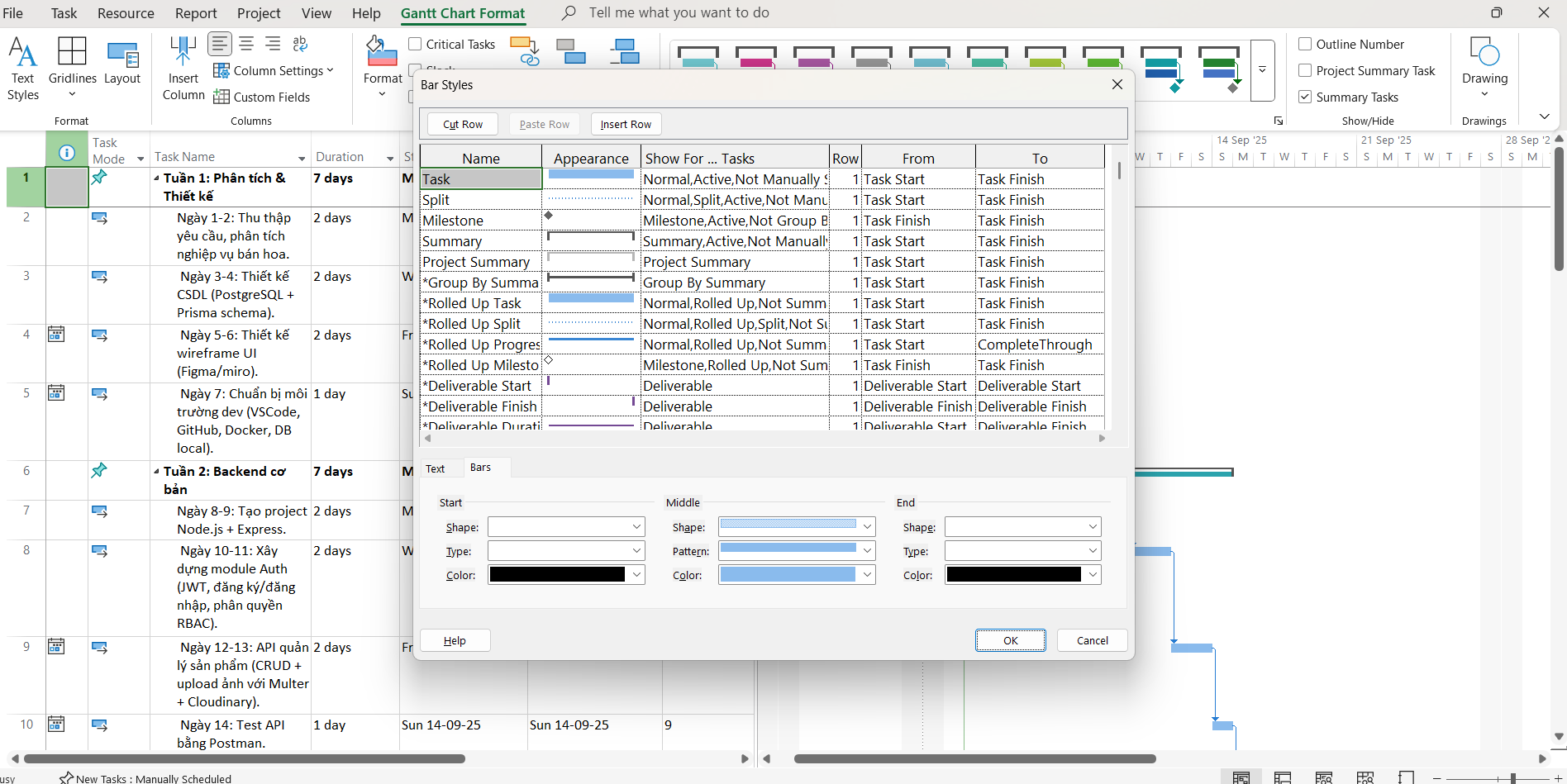
Bước 7:



Bước 8, 9

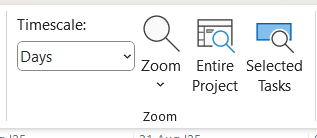


Bước 10, 11, 12

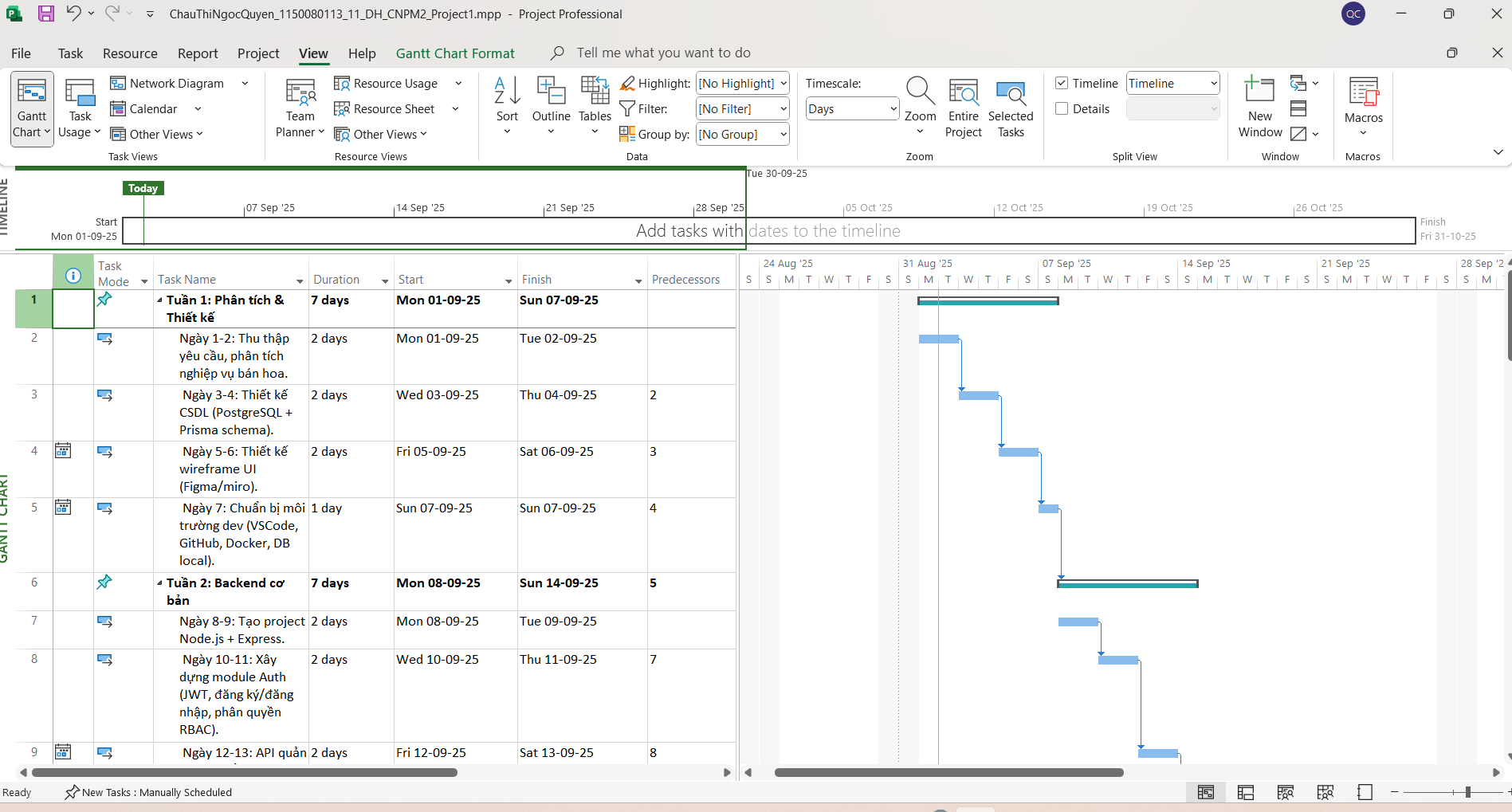


**1.4. Khung nhìn**

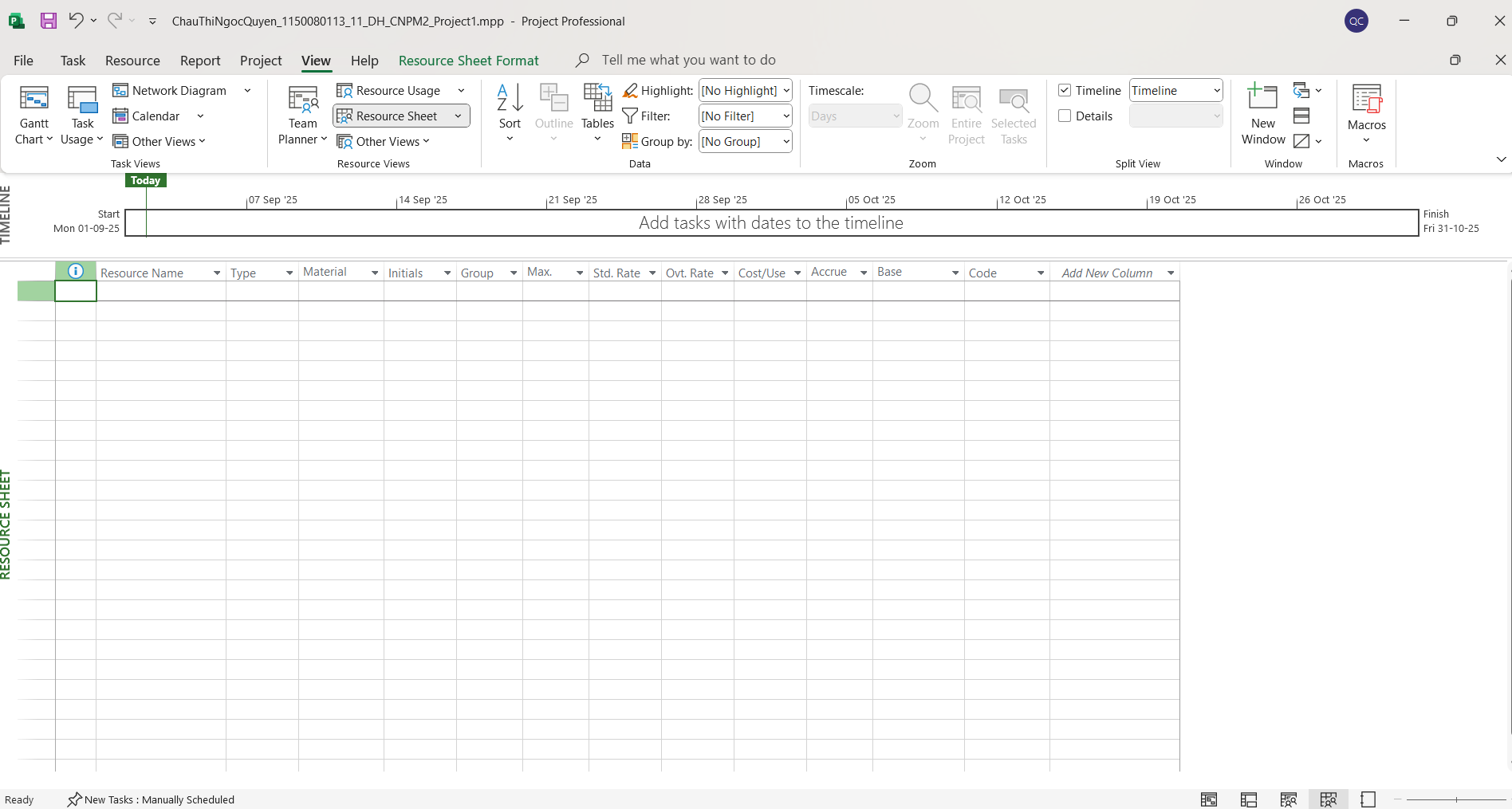
Bước 1:



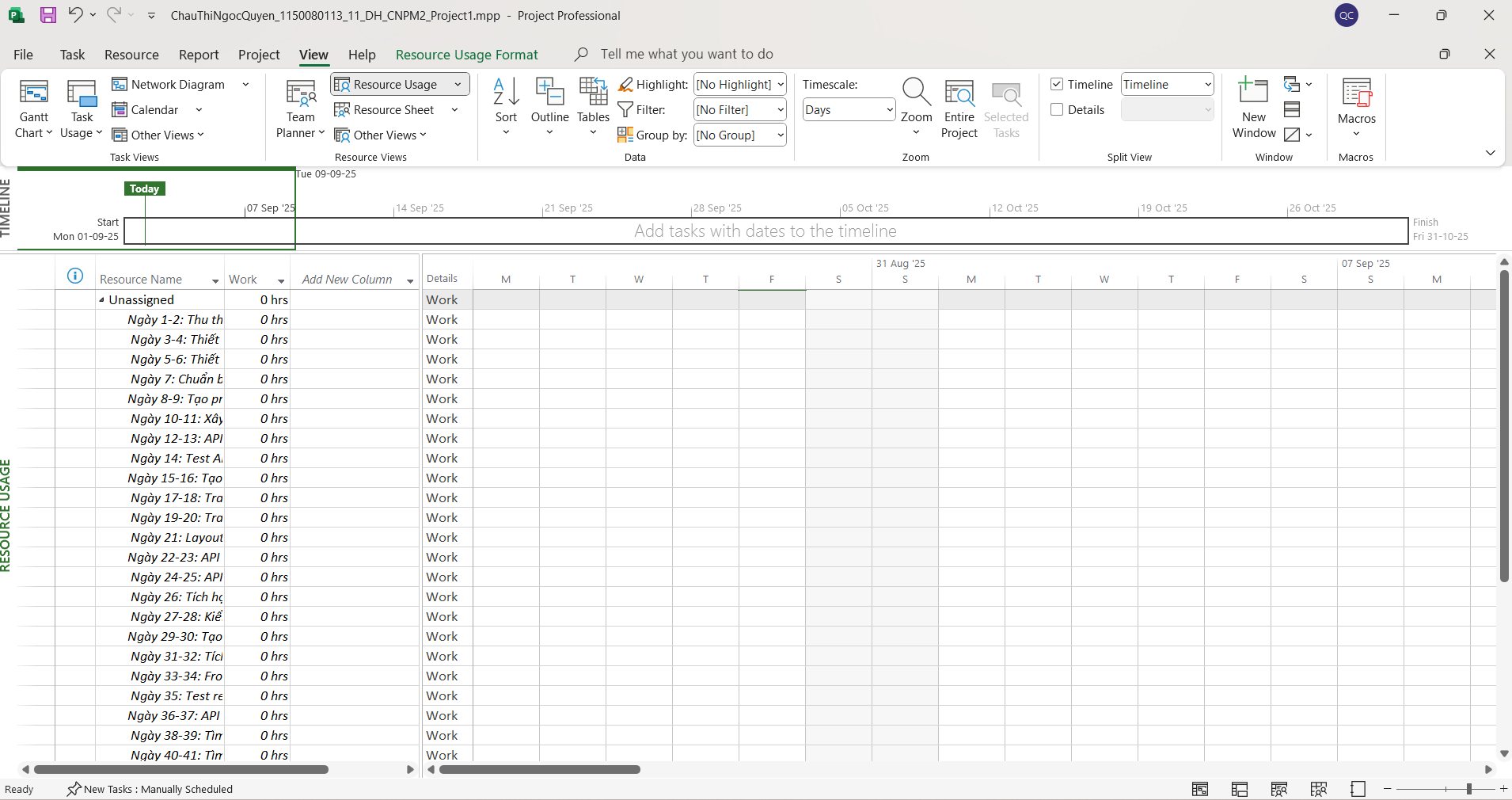
Bước 2, 3



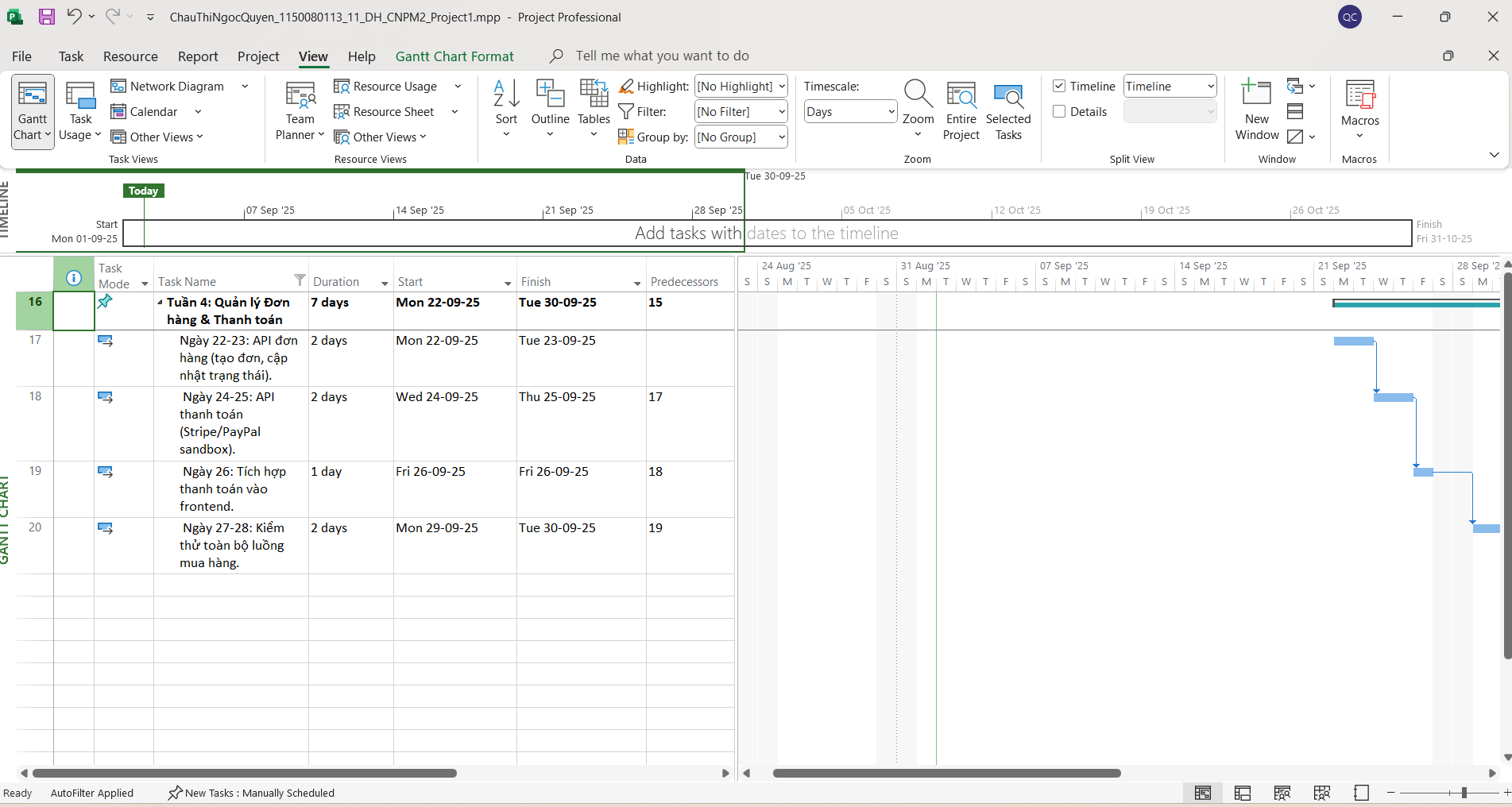
Bước 4, 5:



Bước 6:



Bước 7, 8,9:



Bước 10, 11:

