9Q) How to change page Size?

Ans: Ms-Word have different page size options like A3, A4, Legal, B4 ect..

To change paper size of a Word document, go to the Paper tab of the Page Setup Dialog box, which is on the Page Layout tab (click the lower-right arrow in the Page Setup group). The Paper tab lets you set your page size, use paper source controls, or apply these settings to specific parts of your documents