

B. Direction: Using the answer sheet below, shade the circle of the correct answer in each item.
(True or False)

Identify the underlined word if it is the doer of the action (for items 1-2 only).

1. The teacher explains that WordPad is a word processor program included in Windows.
2. Students used the Document area of WordPad in typing their ambition in life.
3. Move the mouse pointer over the Save Icon to save the file you are working.
A. TRUE B. FALSE
4. To exit WordPad, move the mouse pointer over the X icon and then press the right button.
A. TRUE B. FALSE
5. To open a document, move the mouse pointer over OPEN icon and then press the left button.
A. TRUE B. FALSE
6. Bold feature makes your text to be underlined.
A. TRUE B. FALSE
7. You can enhance the appearance of your document by aligning text in different ways.
A. TRUE B. FALSE
8. Center Text makes your texts to align right.
A. TRUE B. FALSE
9. The produced paper copy or printout of the document can serve you more conveniently.
A. TRUE B. FALSE
10. To print a document, move the mouse pointer over PRINT and then press the left button.
A. TRUE B. FALSE

| ANSWER SHEET | |
|----------------------------------|-----------------------|
| Name: _____ | |
| Grade/Section: _____ Date: _____ | |
| A | B |
| 1 | <input type="radio"/> |
| 2 | <input type="radio"/> |
| 3 | <input type="radio"/> |
| 4 | <input type="radio"/> |
| 5 | <input type="radio"/> |
| 6 | <input type="radio"/> |
| 7 | <input type="radio"/> |
| 8 | <input type="radio"/> |
| 9 | <input type="radio"/> |
| 10 | <input type="radio"/> |

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