CIS 11042 – Practical for Essential of ICT and PC Applications

Information and communication Technology

Faculty of Technology

South Eastern University of Sri Lanka
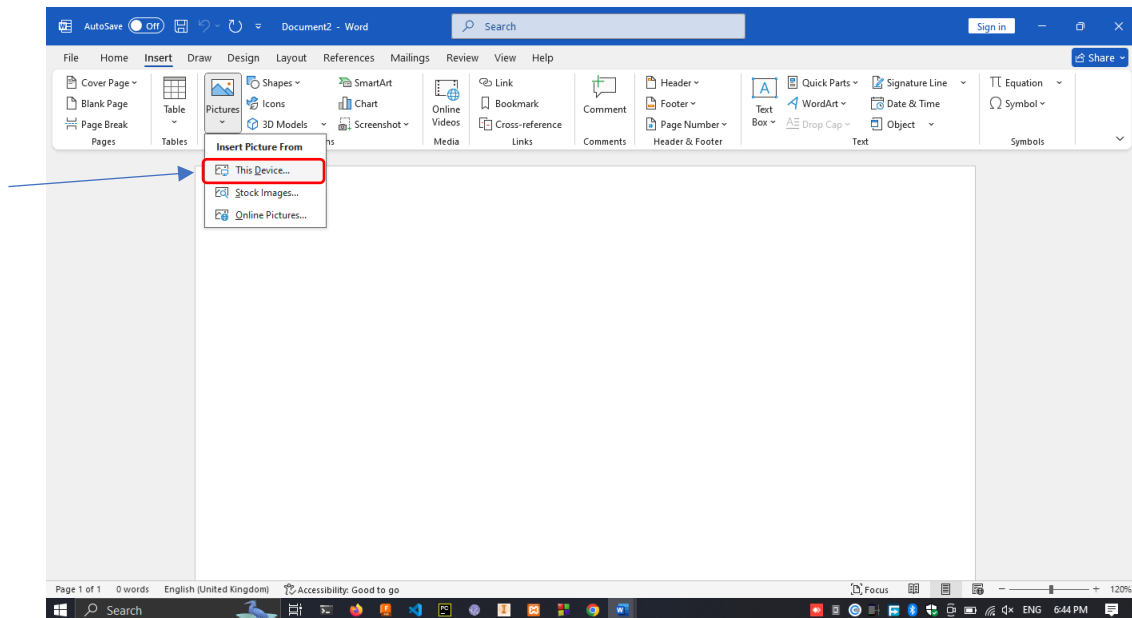
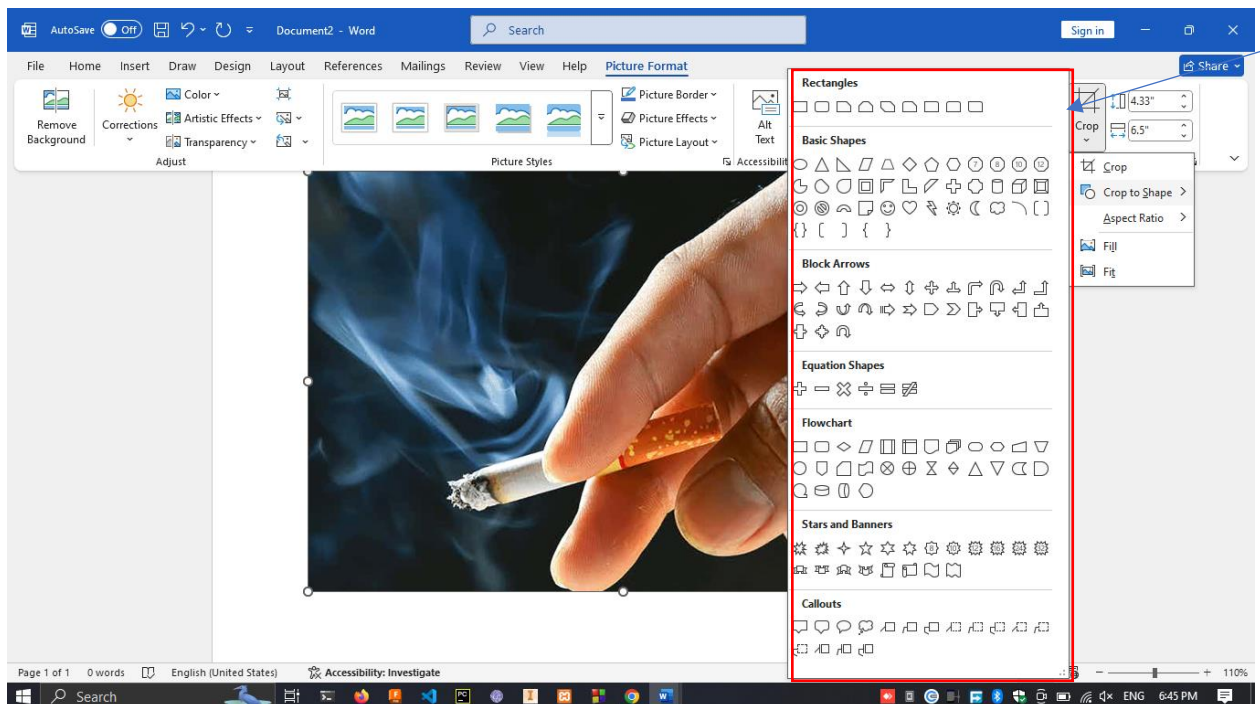Registration Number: SEU/IS/22/ICT/075

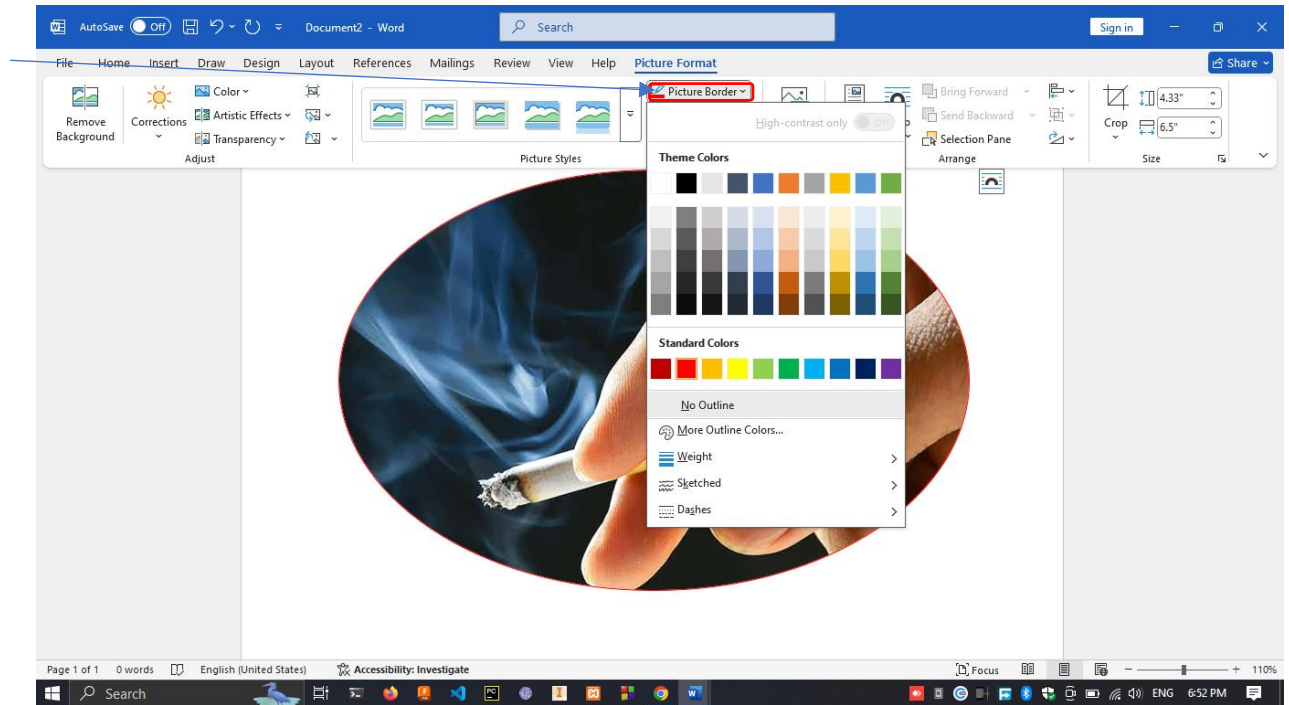Academic year: 22/23

Date: 21.03.2023

Exercise 01

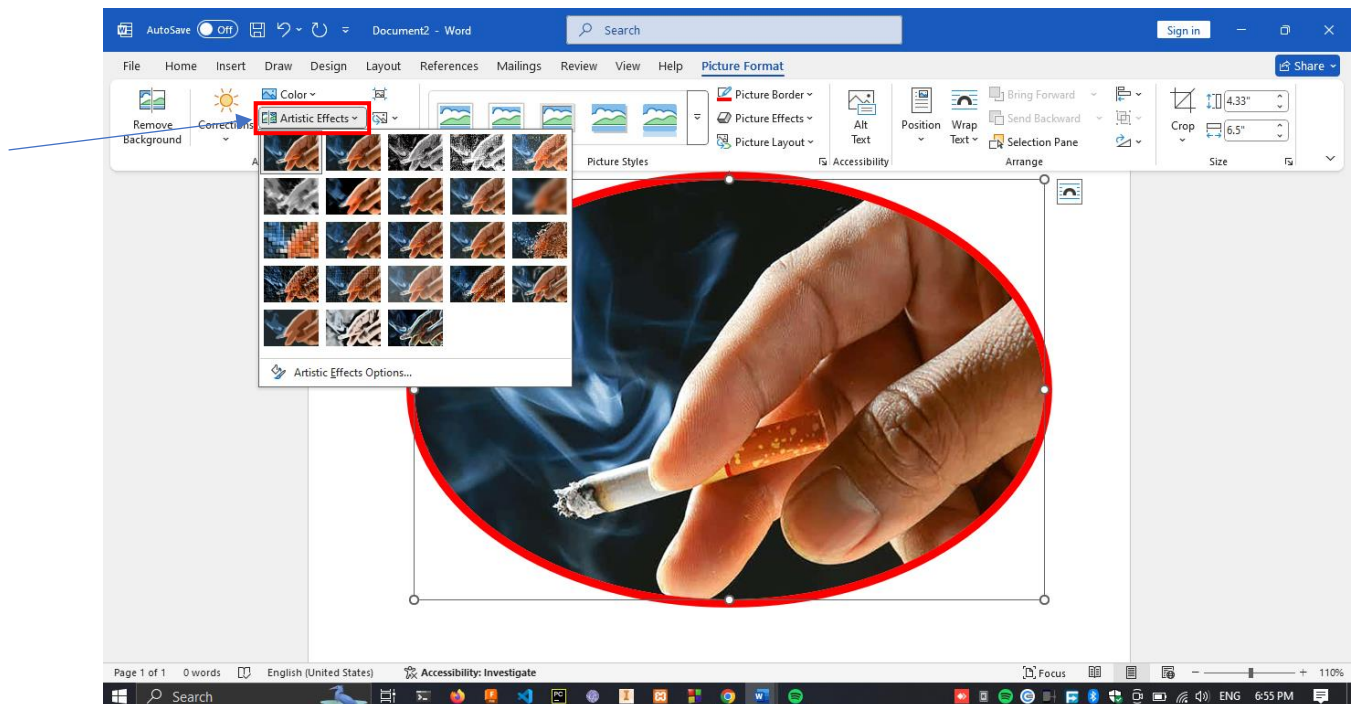1. Selecting the insert tab in ribbon tab

2. under the picture format select on crop and select any shape to crop. (I'm selecting oval shape)
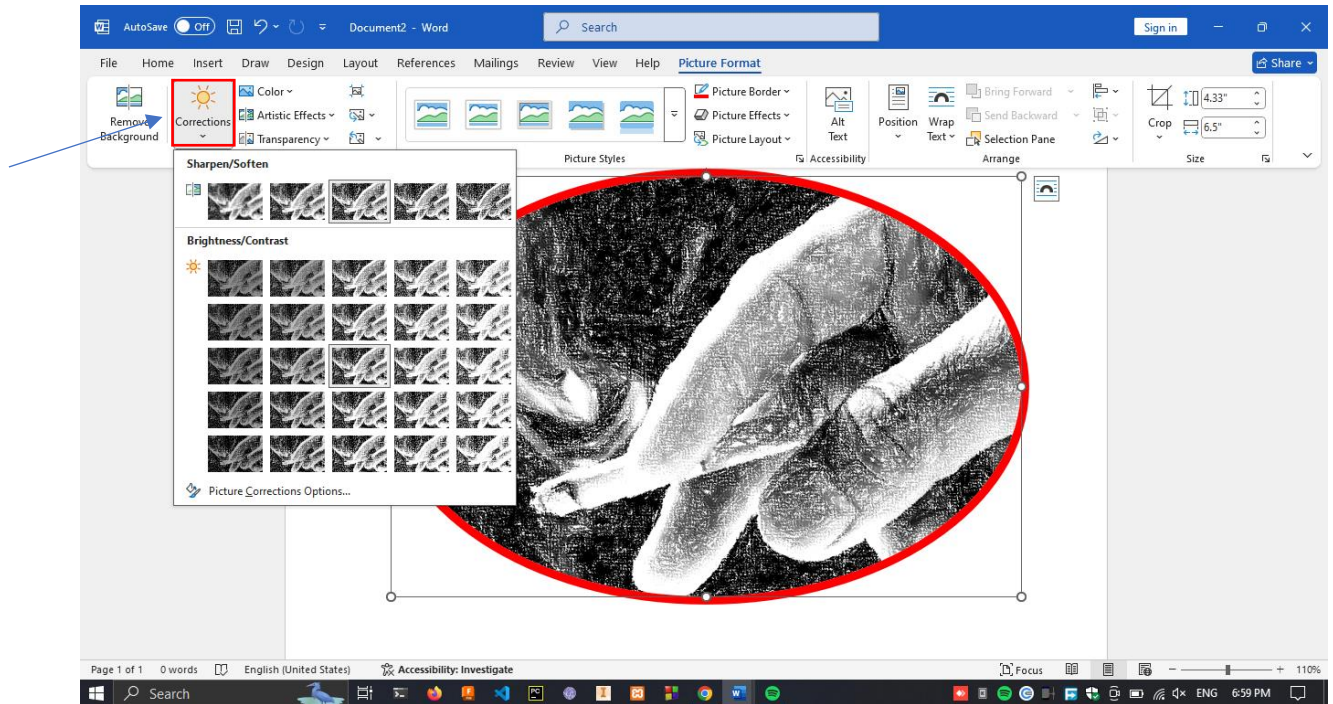
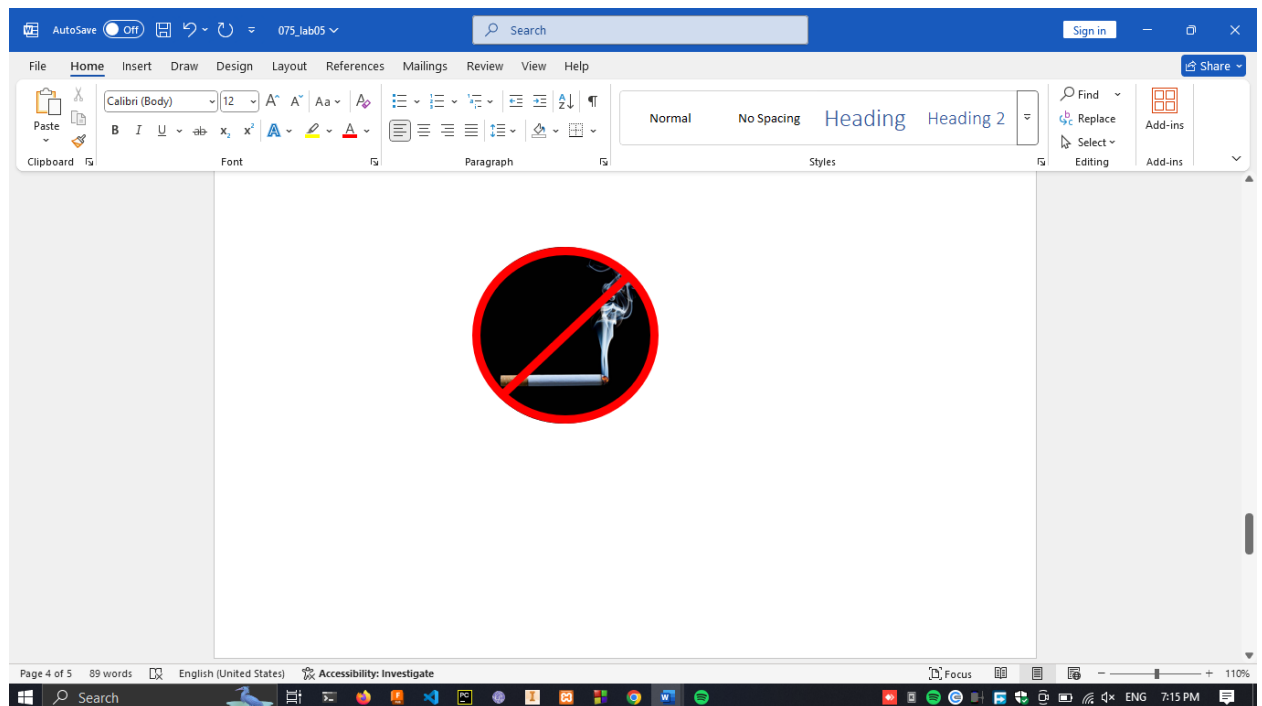3. Under picture border selecting red as border and changing border weight.

4. Under picture format select effects under artistic effects.
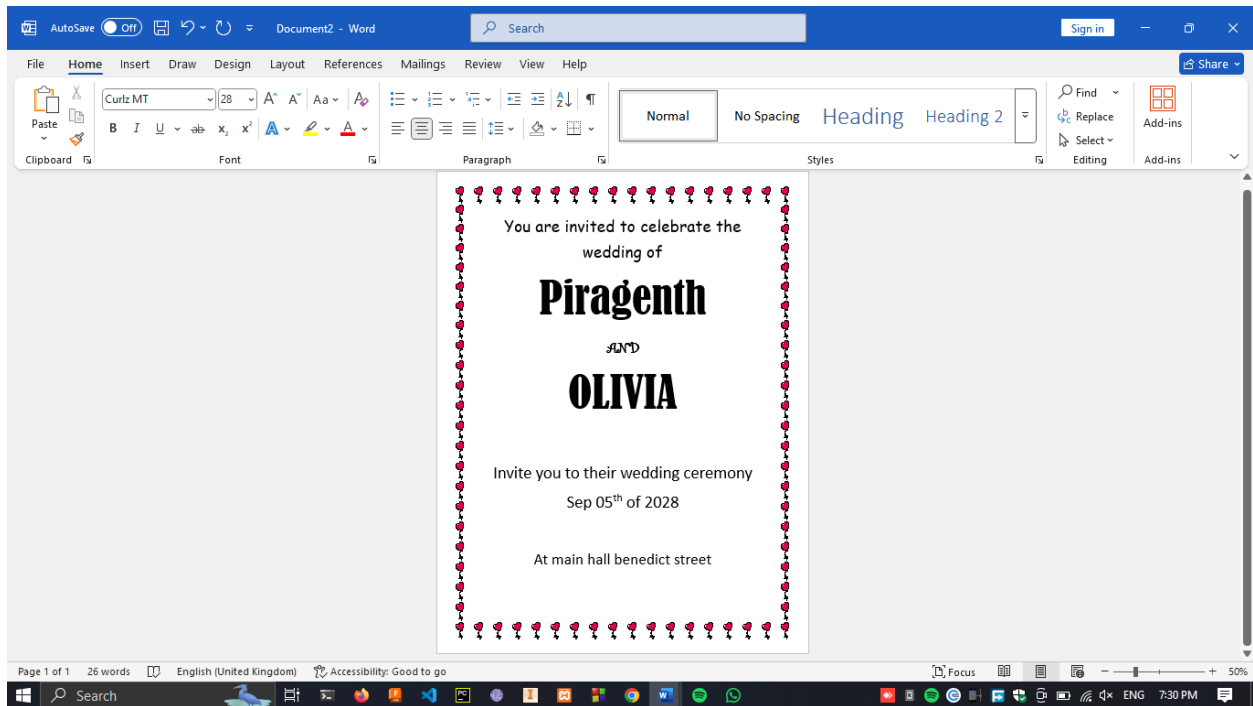
5. Select Corrections under picture format

Exercise 02

Exercise 03

Exercise 05