MS Word
Activity 01

1. Copy the details given in below into blank word document.

What is soil pH?

Soil pH is the measure of the acidity (sourness) or alkalinity (sweetness) of a soil. A simple numerical scale is used to express pH. The scale goes from 0.0 To 14.0, with 0.0 being most acid, and 14.0 being most alkaline. The value, 7.0 is neutral--i.e., neither acid or alkaline.

Soil pH is important because it influences several soil factors affecting plant growth, such as (1) soil bacteria, (2) nutrient leaching, (3) nutrient availability, (4) toxic elements, and (5) soil structure. Bacterial activity that releases nitrogen from organic matter and certain fertilizers is particularly affected by soil pH, because bacteria operate best in the pH range of 5.5 to 7.0. Plant nutrients leach out of soils with a pH below 5.0 much more rapidly than from soils with values between 5.0 and 7.5. Plant nutrients are generally most available to plants in the pH range 5.5 to 6.5. Aluminum may become toxic to plant growth in certain soils with a pH below 5.0. The structure of the soil, especially of clay, is affected by pH. In the optimum pH range (5.5 to 7.0) clay soils are granular and are easily worked, whereas if the soil pH is either extremely acid or extremely alkaline, clays tend to become sticky and hard to cultivate.

A pH determination (soil test) will tell whether your soil will produce good plant growth or whether it will need to be treated to adjust the pH level. For most plants, the optimum pH range is from 5.5 to 7.0, but some plants will grow in more acid soil or may require a more alkaline level.

The pH is not an indication of fertility, but it does affect the availability of fertilizer nutrients. A soil may contain adequate nutrients yet growth may be limited by a very unfavorable pH. Likewise, builder's sand, which is virtually devoid of nutrients, may have an optimum pH for plant growth.

2. Save the file using your Registration No. as the name of the document. *(01 mark)*

3. Change the margins of the news article *(01 mark)*
        Top: 1.5", Bottom: 1", Left: 1" and Right: 0.5"

4. Change the orientation to landscape. *(01 mark)*

5. Add a header on the top left side of the page as "ITE 1922 – Section 1" *(01 mark)*

6. Add the following to the title of the article:

6.1 Change the font type of the main topic to *Calibri* and font size to 24 *(02 marks)*

6.2 Center align the topic and highlight it in Gray-25 *(02 marks)*

6.3 Give 12pt space after the topic *(01 mark)*

7. After the title, the content of the news article should be written in two columns layout. *(04 marks)*

8. Create a table as follows and place it at a suitable place in the right column of the article. *(01 mark)*

Plant Growth in Soils
with Different pH Values

Plant Group	pH of Soil	Average Plant Growth (cm)
1	6.0	25.4
2	6.2	33.0
3	6.4	50.8
4	6.6	53.3
5	6.8	53.3
6	7.0	30.5
7	7.2	22.9

8.1 Add a suitable caption to the table. *(01 mark)*

8.2 Add a header row *(01 mark)*

8.3 Create banded columns *(01 mark)*

9. Change the line spacing of the paragraphs to *1.5 lines* *(01 mark)*

10. Justify the article's content (excluding title) and change the font size to 11. *(02 marks)*

MS Word
Activity 02

1. Open a MS Word document and Save the file as save it as *Your- Index – Number.docx (01 mark)*

2. Extract the following passage the way it appears and use it to answer the questions that follows.

SENTIMENT ANALYSIS OF TWITTER DATA

Microblogging webstes have evolved to become a source of varied kind of infomation. This is due to nature of microblogs on which people post real time messages about their opinions on a variety of topics, discuss current issues, complain, and express positive sentiment for products they use in daly life. In fact, companies manufacturing such products have started to poll these microblogs to get a sense of general sentiment for their product. Many times, these companies study user reactions and reply to users on microblogs. One challenge is to buld technology to detect and summarize an overall sentiment. In this paper, we look at one such popular microblog called Twitter and build models for classifying "tweets" into positive, negative and netral sentiment. We build modls for two classification tasks: a binary task of classifying sentiment into positive and negative classes and a 3-way task of classifying sentiment into positive, negative and neutral classes. We experiment with three types of models: unigram model, a feature-based model and a tree kernel-based model.

3. Centre the Title and bold it, in Sentence case, font size 18 and underlined. *(02 marks)*

4. Spell check the entire passage and correct the spellings. *(01 mark)*

5. Change the margins of the document. *(01 mark)*

      Top: 1.5", Bottom: 1", Left: 1.5" and Right: 1"

6. Change the line spacing of your paragraphs to 2.0 spacing and justify their alignment. *(01 mark)*

7. Drop cap the first letter "M" in the first paragraph by three lines. *(02 marks)*

8. Change the font type of the entire document to Courier New and font style to regular. Font size to 14. *(02 marks)*

9. Set the text colour of the entire document to RGB value (40,36, 194). *(01 mark)*

10. Highlight in yellow the text "binary task of classifying sentiment". *(01 mark)*

11. With exception of the title, change the entire passage to two columns. *(01 mark)*

12. Insert footer of the document as *Sentiment Analysis*. *(01 mark)*

13. At the end of the document (in the right column) add a suitable chart to represent the data in the following table. *(03 marks)*

Time in minutes	Sentiment score
1	20
2	15.7
3	10
4	5.5
5	4.5

15. Apply a page border of your own choice. *(01 mark)*