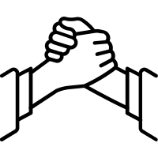
**An Example of changing Linespace[[1]](#footnote-1) and Shading[[2]](#footnote-2) with fixed Border[[3]](#footnote-3) to the selected text:**

An object in word processing implies us for either a picture, or chart or graph or a table prepared by using another application software and possible to bring in word document through insertion or import. Such objects in document help to present the information more systematic, descriptive and attractive too.

**A sample of newspaper presentation:**

FRIENDSHIP:

It is the attachment between two persons through pure heart and sacrifice. The true friendship always provides people a very good support to solve problems in their lives through the mutual help, sharing etc. It helps to form their lives in better aspects.

Unity among the people is not possible without the true means of friendship. Therefore, to get true friends in life means to be united in the society.

TABLE SORT:

It is an additional feature of TABLE use in the document. It implies us for the process of organizing data/information in table either in ascending or descending order. In the table the data can be sorted column wise form only.

|  |  |  |
| --- | --- | --- |
| NAME | MARKS SCORED | |
| CSc(Th) | CSc(Pr) |
| NAVIN | 30 | 40 |
| JYOTI | 40 | 45 |
| ASHISH | 38 | 40 |
| GAURAV | 35 | 42 |
| MAHIM | 36 | 40 |
| ZENAS | 40 | 40 |

INSERTING EQUATION AS AN OBJECT:

The relation to solve quadratic equation are:

INSERTING DRAWING OBJECTS:

Practice makes man perfect.



**An example of showing text effect:**

* (a+b)2=a2+2ab+b2
* H2+O2=2H2O

1. The space between two textual lines [↑](#footnote-ref-1)
2. The process of coating or filling the specified color to the selected text/picture/table [↑](#footnote-ref-2)
3. The boundary line fixed to the selected text picture or table [↑](#footnote-ref-3)