

NORTH POINT SR.SEC. BOARDING SCHOOL

CLASS II (COMPUTER)

ASSIGNMENT

PRACTICAL BASED QUESTION

Q,1 Write the steps of WORD ART

Step I) Click Insert. Tab

Step ii) Select WORD ART

Step iii) Choose the style from drop down menu.

Step. Iv) Type your text

Step. V) Click. The OK button.

Q,2 Write the steps of Clip Art.

Step I) Click the Insert Tab

Step ii) Select. ClipArt option

Step iii) Select your desire art from drop down menu.

Step iv) Click the Go option.