

Lesson 1 Publisher

True/False

1. Microsoft Publisher 2010 helps you create professional-looking publications quickly and easily.
2. Microsoft Publisher 2010 template options include the choices of template, font scheme, and color scheme.
3. When the Microsoft Publisher 2010 program opens, the first screen visible to the users is a new blank publication.
4. The page navigation area is helpful when publications extend past one page in length.
5. If the page layout rulers are not visible, they may be toggled from the Page Design Ribbon.

Multiple Choice

1. _____ is the tab that contains the most commonly used commands.
 - a) View
 - b) Home
 - c) Insert
 - d) Start
2. The _____ provides quick access to frequently used commands.
 - a) Shortcut menu
 - b) Start menu
 - c) Mini Toolbar
 - d) Quick Access Toolbar
3. When a Publisher object is selected, _____ appear(s) around the object.
 - a) A red checked border
 - b) A dark blue line
 - c) Multiple rotation handles
 - d) Arrows
4. Which of the following characters is allowed in a file name?
 - a) ? question mark
 - b) * asterisk
 - c) _ underscore
 - d) : colon

Microsoft Publisher Practical Exam Questions

**United States House of
Representatives**



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The Publisher ,1901 **The Covode Investigation** United States. Congress. House. Select Committee on Alleged Corruptions in Government,1860 Investigation of the conduct of the other officer of the government in influencing the action of Congress in regard to the Lecompton constitution abuses at the Philadelphia Custom House and other public offices employment of money to carry elections evidence taken by committee minority report by Representative Warren Winslow

House Documents United States House of Representatives,1860 **Covode Investigation, Naval Contracts & C., Public Printing, 1860** United States. Congress. House,1860 Catalog of Copyright Entries. Third Series Library of Congress. Copyright Office,1957 *Post Office Appropriation Bill, 1913* United States. Congress. Senate. Committee on Post Offices and Post Roads,1912 *The Lancet* ,1850 The Lancet London ,1850 *Office of Science and Innovation* Great Britain: Parliament: House of Commons: Science and Technology Committee,2007-04-03 The scrutiny of the Office of Science and Technology OSI is one of the core tasks of the Committee During the period covered by this report the OSI and DTI Innovation Group have successfully merged and there has been a new performance management system There has been a welcomed increase in the science budget but the breach of the principle of ring fencing the budget is deprecated An important part of OSI s work is reviewing the use of science in Government departments Although these are valuable the pace of review and information available on them needs to be improved *Official Gazette of the United States Patent Office* United States. Patent Office,1880

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