

Name: _____ Date: _____ Period: _____

Digital Information

L V V J M C A L P Z G H C U D Z U N D O P Y N F
T V T R J O J O R H U J O D D U I Q E V A S B X
I U H B J M C C E R J D R Z Z N W T X U Q P B M
X V A A S M Q H V K B C S A R E A L L K C M T E
V R B Q N A X H I E N A A X H M I U E D M F R I
V W L Q K N P T E C V O V N F M X I R E A M O S
Y H O E S D A U W R H K E X I J S B G I E A X V
Z I C O M S R J A V J U A L S G L W R I B B O N
H T K B K D W T V X I D S F P S W G N S I K E U
C E S M H X D N J J R V Y W M H I R N B P S R Q
Z S T U N F R I B K U G A F H I A Z D A M W Y Y
S P Y P Q N O R S X Z Q N G Z L J E K T P K N W
P A L T X D W P T J N P T X V Z S G N I T T E S
U C E V M M W Y A L J U V G M T L Q C R A U I V
O E N S J D K C B D U H H R I M Z L W M E M Y M
R Q N O I T A U T C N U P N E P O W K I P V R H
G P J E I N S E R T I O N P O I N T R V E N X Q
H D I A L O G B O X T E M P L A T E H M R J E J
N O I T A U T C N U P D E X I M K M J L I N T K
G Q Z K S Q M L L V V F L I E R S K I E C Q F C
R S B B A C K S T A G E V I E W Y V H A E A H Q
W N N Q J Q U I C K A C C E S S T O O L B A R Y
K J N O N P R I N T I N G C H A R A C T E R S T
R E H C N U A L X O B G O L A I D P E B T L S L

nonprinting characters

open punctuation

block style

settings

ribbon

ibeam

save

quick access toolbar

insertion point

dialog box

save as

repeat

menu

dialog box launcher

backstage view

word wrap

preview

groups

undo

mixed punctuation

white space

template

command

print

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