

Name: _____ Date: _____ Period: _____

DIGITAL INFORMATION

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

NONPRINTING CHARACTERS
MIXED PUNCTUATION
BACKSTAGE VIEW
DIALOG BOX
SETTING
COMMAND
I BEAM
UNDO
MENU

QUICK ACCESS TOOLBAR
OPEN PUNCTUATION
WHITE SPACE
WORD WRAP
SAVE AS
RIBBON
GROUPS
TABS

DIALOG BOX LAUNCHER
INSERTION POINT
BLACK STYLE
TEMPLATE
PREVIEW
REPEAT
PRINT
SAVE