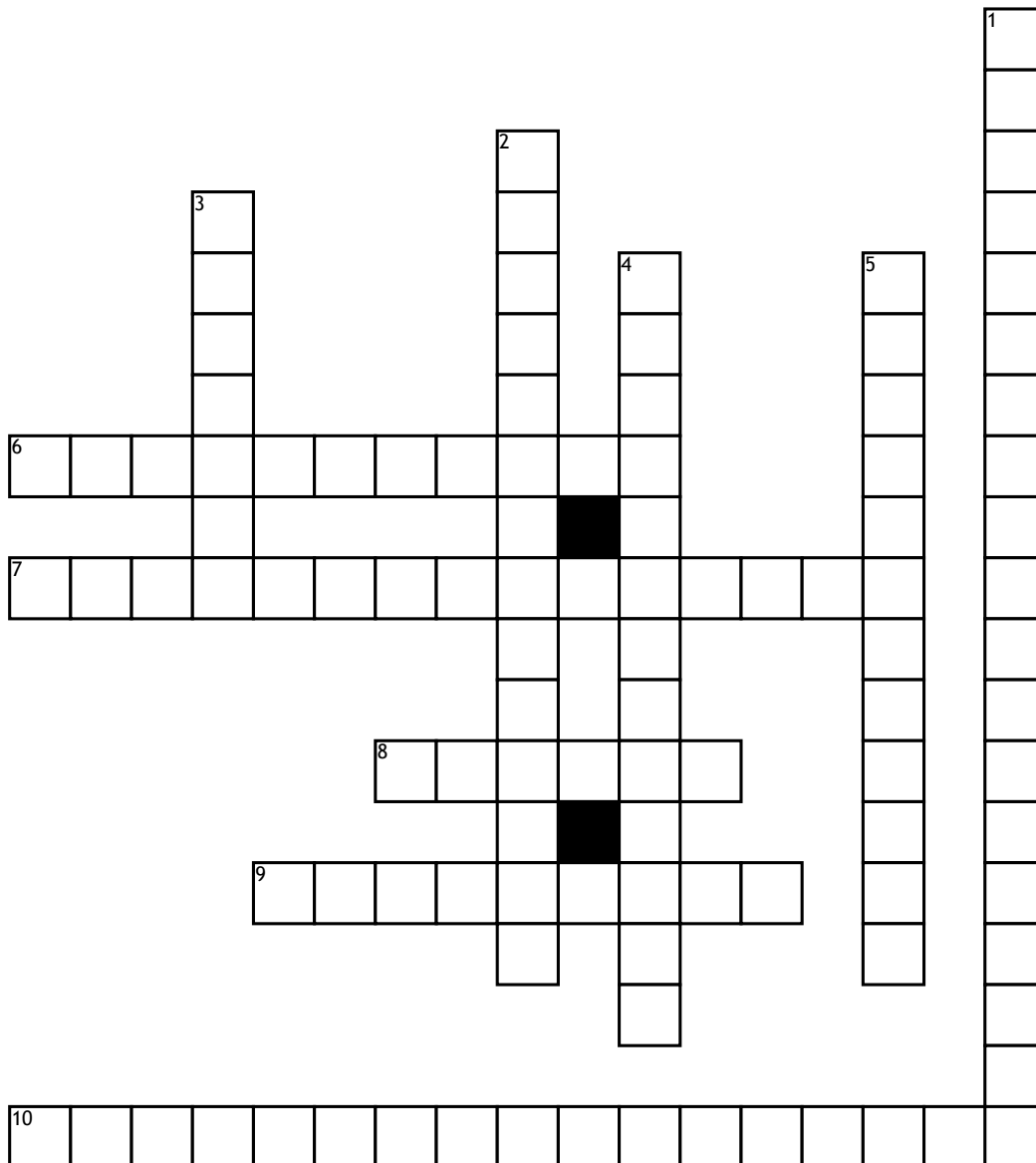


Lesson 04 Wordsearch



Across

6. the amount of space between the lines of text in a paragraph.
7. one half inch of blank space between the left margin and the first line of the paragraph.
8. a blank space inserted between text and the left or right margin.
9. a setting that refers to how text is positioned between the margins.
10. affects the space above and below paragraphs.

Down

1. Word's commands for changing paragraph alignment, indentation, and spacing.
2. a setting that extends paragraph text into the left margin.
3. a tool identified with symbols such as dotted, dashed, or solid lines that fill the space before the tabs.
4. first full line of text in a paragraph at the left margin.
5. an effective way to format lists of items that don't have to appear in any specific order.