

GRADE 6

MATCH THE FOLLOWING

(Chp-2,3,4)

1.	E-mail	Word processing software	6
2.	CC	To open a document	8
3.	Hotmail	To set line spacing to single space	12
4.	ARPANET	To undo an action	7
5.	WordArt	Store and forward	1
6.	MSWord 2010	To save a document	9
7.	Ctrl + Z	Carbon copy	2
8.	Ctrl +O	To close a document	10
9.	Ctrl +S	The first network	4
10.	Ctrl +W	To set line spacing to double space	13
11.	Ctrl +Y	An e-mail program	3
12.	Ctrl +1	To set line spacing to 1.5 spaces	14
13.	Ctrl +2	To cancel an action	15
14.	Ctrl +5	Different styles	5
15.	Esc	To redo or repeat an action	11