

MS Publisher Questions and Answers PDF

1. Which menu item do I use to format my font styles and paragraph settings?

- a) File
- b) Home
- c) Insert
- d) View

Ans. b

2. Why is it best not to use too much WordArt?

- a) It becomes blurry and difficult
- b) You can never use too much WordArt
- c) Too much means it loses its effects & clutters your document
- d) The faster your computer, the slower the display will update

Ans. c

3. When a publisher object is selected, _____ appears around the object

- a) A red checkered border
- b) A light blue dashed line
- c) A line with Multiple handles
- d) Arrows

Ans. c

4. This is one thing you can't create with MS Publisher

Microsoft Publisher Questions And Answers

**Gary B. Shelly, Thomas J. Cashman, Joy
L. Starks, Joy Starks**

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