

Computer Concepts - Quarter 1 - Week 7 Assignment

First Name
10/22/2024

Last

Complete the following			Initial
Read	4.6	Editing Documents	_____
Watch	4.6.1	AutoCorrect Options	_____
Watch	4.6.2	Spell Checking	_____
Watch	4.6.3	The Thesaurus	_____
Read	4.6.4	Document Editing Facts	_____
Do	4.6.5	Skills Lab: Edit Documents	_____
Do	4.6.6	Challenge Lab: Edit Documents	_____
Read	4.6.7	Document Editing Tips	_____
Do	4.6.8	Applied Lab: Edit an Essay	_____
Do	4.6.9	Applied Lab: Edit a Newspaper Article	_____
Read	4.7	Inserting Illustrations and Other Elements	_____
Watch	4.7.1	Text Wrap	_____
Watch	4.7.2	Illustration Formatting	_____
Watch	4.7.3	Building Blocks and Other Elements	_____
Watch	4.7.4	Models	_____
Read	4.7.5	Word Illustration Facts	_____
Do	4.7.6	Skills Lab: Insert Illustrations	_____
Do	4.7.7	Challenge Lab: Insert Illustrations	_____
Read	4.7.8	Word Illustration Facts	_____
Do	4.7.9	Applied Lab: Insert Images for a Poster	_____
Do	4.7.10	Applied Lab: Insert Images for a Flyer	_____

Instructor Email - sbernard@homelinkyakima.com
Bring your assignment sheet with you each week