

LAB 02: MS WORD – SMART ART, GRAPHICS, CHARTS, FORMULAE AND SHORTCUTS

1. Introduction

Microsoft Word is a popular word-processing program used for creating documents such as letters, brochures, learning activities, tests, quizzes and students' homework assignments. There are many powerful features available in Microsoft Word to make it easier to learn for students with disabilities.

2. Objective:

After completing this lab the student should be able to:

- Understand the purpose/ advantage of using Microsoft Word
- Understand how to use Smart Art and Graphics.
- Understand how to create and manipulate Charts (Pie and Bar)
- Understand how to write mathematical formulas.
- Understand how to use the keyboard shortcuts.

3. Activity Time Boxing

Activity Name	Activity Time
Setting-up Microsoft Word.	5 mins
Brainstorming	15 mins
Task # 01	
Task # 02	
Task # 03	
Task # 04	
Task # 05	
Total	

4. Exercise

Task # 01: To create an Invitation Design



Microsoft Word Lab Exercises

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Microsoft Word Lab Exercises Introduction

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entree to asia a culinary adventure with thomas robson

Microsoft Word Lab Exercises :

Gizmo - Air Track - Name: Jan Louise Quitoriano Date Nov 1, 2021 — Gizmo Warm-up An air track is a device that helps scientists study motion. Air comes out of holes in the track, allowing the gliders to move ... Air Track Gizmo Answer Key With Activity A & B - Name Contains answers for the Air Track Gizmo online lab name: jaedon angelus date: student exploration: air track directions: follow the instructions to go ... Air Track Simulation | ExploreLearning Gizmos Explore this air track simulation with ExploreLearning Gizmos! Students adjust mass and velocity, measure velocity, momentum, and kinetic energy in ... Air Track Answer Key.pdf - Please Do Not Share joskul Explore: The Gizmo allows you to adjust the mass and initial velocity of each glider. Set up each of the following scenarios, and describe what happens when the ... Student Exploration: Air Track: Name: Akshat Date:12/15/20 Dec 15, 2020 — 1. On the Air Track Gizmo, click Play () to view a collision between the two gliders. What do you see? Both gliders come together and ... AirTrack Answers 1. Explore: The Gizmo allows you to adjust the mass and initial velocity of each glider. Set up each of the following scenarios, and describe what happens when ... Air-track-gizmo-answer-key-with-activity-a-b16.pdf - ... (1) On the Air Track Gizmo, after clicking on the ">" button, it's observed that : the two gliders collide with each - other, and then both travel back to ... Gizmos student exploration air track complete solution 100 ... Respond to the questions and prompts in the orange boxes. Vocabulary: air track, approach velocity, conservation of energy, conservation of momentum, elasticity ... Air Track Gizmos_ All answers correct_ 2021 - Stuvia Nov 18, 2021 — Respond to the questions and prompts in the orange boxes. Vocabulary: air track, approach velocity, conservation of energy, conservation of ... Air Track B and C | PDF | Collision | Kinetic Energy Approach velocity = separation velocity: $v_1 - v_2 = v_2' - v_1'$... then substitute this expression into the first equation.) ... check your answers. (The Gizmo cannot ... Joining the Conversation: A Guide and Handbook for Writers Palmquist's Joining the

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