



c) e-mail

d) all of the above

"Hint"

Ans. d) all of the above

[4] Zee created a letter for the mail merge process. She left space on top for the addresses. This space refers to

a) header block

b) address block

c) to block

d) top block

"Answer"

[5] Each and every part of the address block is known as

a) row

b) column

c) field

d) label

"Answer"

[6] The _____ is a middle-man file is being created in the mail merge process.

a) letter

b) template

c) address block

Mcq On Mail Merge

Manoj Dole



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