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be creative say what you know

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| **Across**  **2.** The\_, also called bar or standard toolbar,  **4.**  create documents in digital format. ... Editing. Similarly to document creation, word processors speed up the editing process and give greater editing options.  **7.** a selection of text or other data and save it to the clipboard. It is similar to the Copy command, but instead of just copying the data to the clipboard, it removes the selected data at the same time.  **13.** the \_ is a feature that replaces the traditional file menu and toolbar.  **14.**  feature that reviews spelling as you type or allows you to check the whole post for misspelled words  **15.** On a computer screen, a \_ is a long thin box along one edge of a window  **16.** where your computer stores copied data.  **18.** is a space separating text or other elements from the edge of the paper  **19.**  can refer to a number of different things. Some of the most common uses include  **20.**  is the position indicator on a computer display screen where a user can enter text. I  **23.**  is a text editor or word processor feature that breaks lines between words to adjust them within specified margins.  **26.** The\_\_\_ provided in a television receiv or cathode-ray oscilloscope to shift the position of the entire image vertically in either direction on the screen  **27.**  control provided in a television receiver or cathode-ray oscilloscope to shift the position of the entire image horizontally in either direction on the screen.  **28.** a computer involves erasing all of the data on the computer's hard drive, and then reinstalling the operating system so that the computer | **Down**  **1.**  is software or a program feature found in a word processor and is used to find  **3.** is all the letters or characters of a single size of a typeface.  **5.**  is a software tool included with some word processors that provides synonyms for selected words on command.  **6.**  is a list order done with numbers for checklists or a set of steps. Below is an example of a numbering list between one and five.  **8.**  is the direction in which a document is displayed or printed. The two basic types  **9.**  used in Microsoft Word.This means the vertical distance between one line to other.  **10.** is a horizontal orientation mode used to display wide-screen content, such as a Web page, image, document  **11.**  is a term used to describe how text is placed on the screen. For example, left-aligned text creates a straight line of text on the left side of the page (like this paragraph).  **12.**  graphical user interface (GUI) component of a software application or Web page.  **17.** black dot, circle, or another mark found before the text.  **21.** The term "footer" has many uses in the computer world. However, the two most common are 1) a document ---, and 2) a webpage  **22.** is a command in various operating systems. The command copies computer files from one directory to another.  **24.**  is the orientation of the page that prints the image vertically across the page instead of horizontally.  **25.** is an operating system and programs action that allows you to copy an object or text from one location and place it to another location |