

## MICROSOFT OFFICE - TEST

The screenshot shows the Microsoft Word 2010 ribbon with the 'Insert' tab selected. The ribbon includes groups for Pages, Tables, Illustrations (Picture, Clip Art, Shapes, SmartArt, Screenshot), Links (Hyperlink, Bookmark, Cross-reference), Header & Footer (Header, Footer, Page Number), Text (Text Box, Drop Cap), and Symbols (Equation, Symbol). The main document area contains the following text:

# FCCF Financial Group Annual Report

Date

Location

Contents:

Page: 1 of 1 | Words: 0 | English (U.S.) | 100%

Set the page orientation of the current document to **Portrait**.

The screenshot shows a question interface for SHL Talent Measurement. The header includes the CEB logo, 'SHL Talent Measurement', a 'Post-It Notes' icon, and an 'Exit' button. The question time remaining is 0h : 2m : 51s.

The question image shows a PowerPoint slide with two images. The top image is a keyboard and mouse. The bottom image is a coiled cable with a red arrow pointing to it and the number '1'. A red arrow points from the top image to the bottom image. A dotted line is drawn from the bottom image to a second image on the right, which shows a person's hand holding a mouse. Red arrows point to the dotted lines.

Based on the image above, as you drag the PowerPoint image numbered 1 around with your mouse, you notice that dotted lines indicated with arrows suddenly appear. These dotted lines suddenly appear, because:

- a  the edge of the image is aligned with the other images on the slide.
- b  the intersection of the dotted lines aligns with the Slide Grid.
- c  the image has snapped to the Slide Grid.
- d  the center of the image is aligned with the other images on the slide.
- e  the intersection of the dotted lines aligns with placeholders on the Slide Master.

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