**Plenary: Quiz**

Q1. What software would be most appropriate to use to write a letter?

A. Presentation software

**B. Word processing software**

C. Email software

D. Image manipulation software

Q2. What software would be most appropriate to use to provide visual prompts while you present to your classmates?

**A. Presentation software**

B. Word processing software

C. Email software

D. Image manipulation software

Q3. What software would be most appropriate to use to send an attached document to lots of people at the same time?

A. Presentation software

B. Word processing software

**C. Email software**

D. Image manipulation software

Q4. What software would be most appropriate to use to create a banner with a slogan and an image for your website?

A. Presentation software

B. Word processing software

C. Email software

**D. Image manipulation software**

Q5. What is the purpose of the following icon?



A. Align the text to the right

B. Move an image behind the text

**C. Make the text bold**

D. Move the text to the bottom of the page

Q6. What is the purpose of the following icon?



**A. Change the colour of the text**

B. Underline the text

C. Turn the text into all capital letters

D. Highlight the text

Q7. What is the purpose of the following icon?



A. Put a number as a title to each paragraph

B. Create a bulleted list

**C. Create a numbered list**

D. Count the number of paragraphs

Q8. What is the purpose of the following icon?



A. Name the document

B. Save the document under a certain name

C. Allow the user to make a title

**D. Change the style/appearance of the font**

Q9. What is the purpose of the following icon?



**A. Align the text to the left-hand side of the page**

B. Align the text to the right-hand side of the page

C. Align the text to the centre of the page

D. Create a straight margin on both the left- and right-hand side of the page

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