Worksheet: Word Processing and Formatting

IB · Class 5 · Computer Science · 6 questions · 11 marks

Name: _____	Date: _____	Score: _____ / 11

Q1. What is the main focus of Word Processing and Formatting? *[1 mark]*

Q2. Write three important digital words from this chapter. *[1 mark]*

Q3. Write one practical task you should be able to do after this chapter. *[2 marks]*

Q4. Write one safety rule connected with this chapter. *[2 marks]*

Q5. Why should digital work be organised? *[2 marks]*

Q6. How can you use this chapter for school homework? *[3 marks]*