



Exercise

1. Insert table with 3 Rows and 7 Columns.
2. Change the design for the following table.

3. Create a header with following sentence

Microsoft word document

4. Insert the page number in footer
5. Create a following quick table

ITEM	NEEDED
Books	1
Magazines	3
Notebooks	1
Paper pads	1
Pens	3
Pencils	2
Highlighter	2 colors
Scissors	1 pair

