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Basic Word
Page 8/38

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The Menu

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Annex A to this
guide. In Assessment
1, learners will create
and format a letter
according to the
details provided,

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then print it out.

Assessment 2 also involves creating and printing a letter, with a focus on font and paragraph

formatting. PRODUCE
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then print it out.

Assessment 2 also

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involves creating and
printing a letter, with
a focus on font

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Annex A to this guide. In Assessment 1, learners will create and format a letter according to the details provided, then print it out. Assessment 2 also involves creating and printing a letter, with a focus on font and paragraph formatting.

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