**Tutorial D7 Locating Help (10 points)**

1. Publisher has built in mechanisms to help you get \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to your questions.
2. To begin, select the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ tab in your ribbon.
3. Then select \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on the left hand side.
4. You can get Microsoft \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_help.
5. You can type in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ box to look for help on something specific like creating borders.
6. Now you can see all the search \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for borders.
7. If we go back to the help tab, you can also select \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
8. This will help you see what’s \_\_\_\_\_\_\_\_\_\_\_\_\_\_ and will help you learn the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ quickly.
9. You can also contact the support \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at Microsoft if you need any additional assistance.

**Tutorial D7 Locating Help (10 points)**

1. Publisher has built in mechanisms to help you get \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to your questions.
2. To begin, select the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ tab in your ribbon.
3. Then select \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on the left hand side.
4. You can get Microsoft \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_help.
5. You can type in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ box to look for help on something specific like creating borders.
6. Now you can see all the search \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for borders.
7. If we go back to the help tab, you can also select \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
8. This will help you see what’s \_\_\_\_\_\_\_\_\_\_\_\_\_\_ and will help you learn the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ quickly.
9. You can also contact the support \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at Microsoft if you need any additional assistance.

