**Tutorial F3 Deleting Text, Objects, and Pages (14 points)**

1. To get rid of specific text in your document, select the text \_\_\_\_\_\_\_\_\_\_\_\_\_\_, and then you can

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ the text you wish to get rid of and then you can select

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on your keyboard, or you can \_\_\_\_\_\_\_\_\_\_ click and select

 \_\_\_\_\_\_\_\_\_\_\_.

1. To delete an object, select the shape by clicking on it and pressing the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ key on

the keyboard, or you can right \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and select \_\_\_\_\_\_\_\_\_\_\_\_, or you can go to your

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ tab and select cut.

1. If you’re wanting to delete an entire page of your document, go to your page \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

panel, which is on the \_\_\_\_\_\_\_\_\_\_ hand side of your screen. Select the page you wish to delete and

then \_\_\_\_\_\_\_\_\_\_\_ click and select \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

1. Below, circle the page navigation area:



