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1.5.1.1 Identify Some Situations Where A Computer Might Be More Appropriate  
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The Computer. 2.1.1.2 Shut Down The Computer Using An Appropriate Routine.

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3.1.1 First Steps With Word Processing 3.1.1.1 Open (and Close) A Word Processing Application For The Most Part, Using Writer In Either Windows Or Linux Is The Same. The Major Difference Occurs In Open And Closing The Application. The Other Variation Is In Opening And Saving Files As The File System Is Quite Different In Windows And Linux. 1th, 2024

### **ICDL Module 4: Spreadsheets**

4.1.1.2 Open One, Several Spreadsheets A Spreadsheet Consists Of Text, Values



And Formulas Inserted Into The Cells Of The Work Area. Spreadsheets Are Saved On Disk As Files, Just As In The Case Of Writer Documents. More Than One Spreadsheet Can Be Opened At A Time. Open A 3th, 2024

## **ICDL Module 6: Presentations - UoM**

6.1 OpenOffice.org Impress: Using The Application \_\_\_\_ Close Impress • File >> Exit. This Command Will Close All Open Presentations And Exit Impress. If Any Of The Presentations Have Not Been Saved To Disk, Impress Will Ask You If You Wish To Save Them Before Exiting. 6.1.1.2 Open One, Sev 3th, 2024

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