

ICEV INTERACTIVE ACTIVITIES:

- ☐ Microsoft® Word 2016 Basics Unit 4 Deleting & Relocating Text Student Notes
- ☐ Microsoft® Word 2016 Basics Unit 4 Editing Tools & Commands Student Notes
- Microsoft® Word 2016 Basics Unit 4 Deleting Text in Documents Worksheet
- ☐ Microsoft® Word 2016 Basics Unit 4 Relocating Text in Documents Worksheet
- ☐ Microsoft® Word 2016 Basics Unit 4 Using Overtype Mode Worksheet
- ☐ Microsoft® Word 2016 Basics Unit 4 Using Editing Tools Worksheet
- ☐ Microsoft® Word 2016 Basics Unit 4 Assessment
- ☐ Microsoft Unit 4 Quick Quiz

Interactive Activities may be completed at the pace of the learner. Opportunities to practice for mastery and to retest are provided.

Review of Microsoft Office WORD Units 1-3 (Please make sure you have finished all assigned/open activities).