Multiple Choice

1. B
2. D
3. B
4. B
5. B
6. D
7. A
8. A
9. A
10. B

True and False

1. False
2. True
3. True
4. False
5. True
6. True
7. False
8. True
9. False
10. False

Short Answers

1. Gallery
2. Active tabs
3. Short cut menu
4. Mini toolbar
5. Ribbon
6. Menu
7. Key tip
8. Row selection
9. Datasheet view
10. Datasheet