|  |  |
| --- | --- |
| Name | Work |
| Group 91. Amira Mossed el Syaad
2. Amira Mahmoud Hashem
3. Gehad Hatem
4. Gehad Hossam
 | * ما المقصود ب امتداد الملف
* اظهار واخفاء الملف
* File info properties
* الفرق بين save و save as
* Open file location
 |
| Group 101. Semon Wageh Labeb
2. Esraa Abd el Latif Ali
3. Asmaa Ali Mohamed
4. Shereen Rashwan Mohamed
5. Abeer Aref Ahmed
 | * Make as a final
* Encrypt with password
* Print as PDF
* Portrayed and landscape
* Print more page in the same paper
 |
| Group 111. Eazz Eldeen Adham
2. Samy kodsy
3. Ali Mohamed Ali
4. Ahmed Omer Ahmed
5. Ali Adel Mohamed
6. Ayman Abo el Fotoh
 | * تحديد نوع الورق
* طباعه علي وجهي الورقه
* هوامش للصفحه
* Recover time
* ضبط numeral
 |
| Group 121. Sara Mamdoh Ahmed
2. Rehab Ahmed Abd Ellah
3. Hasnaa Frrage Sharqawy
4. Asmena Frrage Sharqawy
5. Shimaa Gamal Osman
 | * Font group
* Paragraph group
* Style
* Search
* Replace
 |
| Group 131. Aliaa Mohamed Kamel
2. Zinab Ahmed Mohamed
3. Sara Mohamed
4. Essra Elymany
5. Doaa Ahmed Abd Ellah
 | * ادراج tables
* Image rap text
* Insert shape
 |
| Group 141. Eman Fathy Mahmoud
2. Hamida Naser Mansor
3. Reham Ahmed
4. Rasha Mohamed
5. Aya Mostafa
 | * Insert header
* Insert footer
* Insert page number
* Page multi header
 |
| Group 151. Eman Ragab Mahmoud
2. Rania Ezzat
3. Amira Bareh
4. Alaa Ramadan
5. Rehab Ali Mahmoud
6. Shahiraa Shaban
 | * Make a plane of the groups
 |