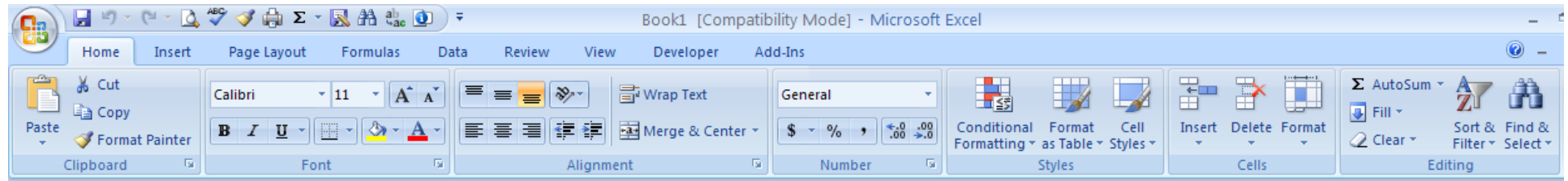




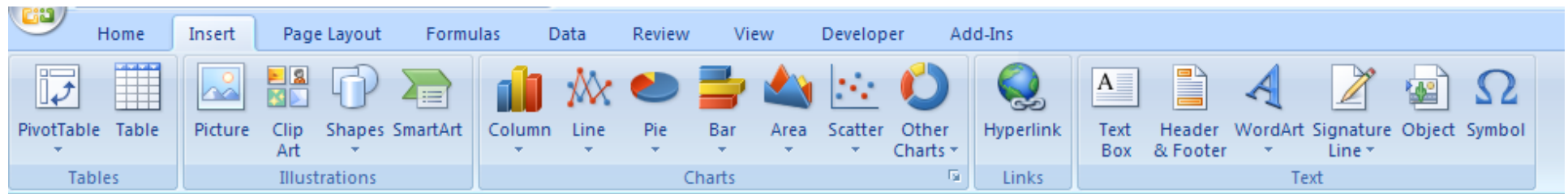
## Class Notes:

### Ribbons screen shots

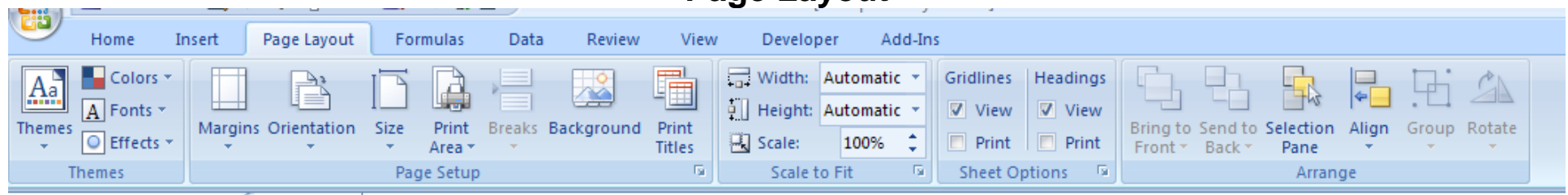
#### Home



#### Insert



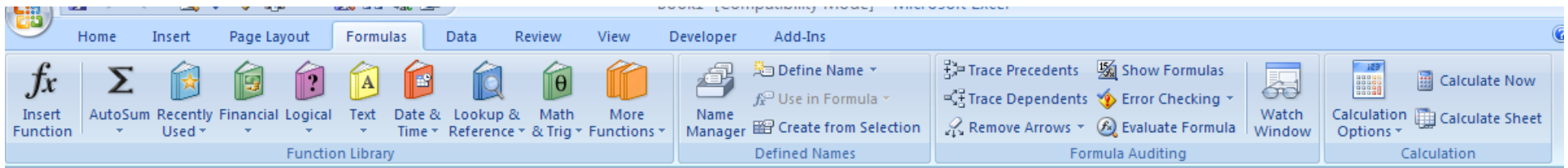
#### Page Layout



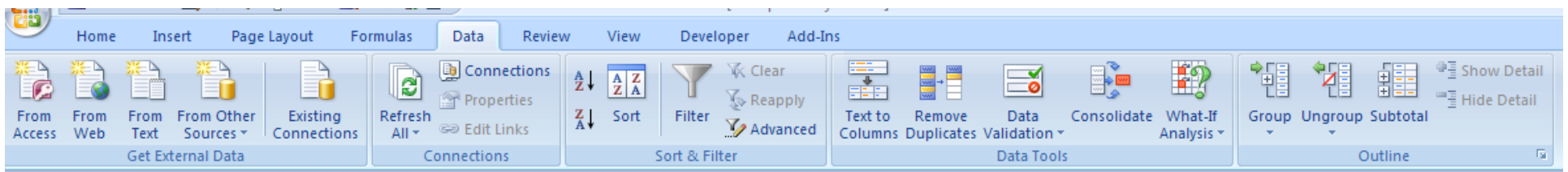


Class Notes:

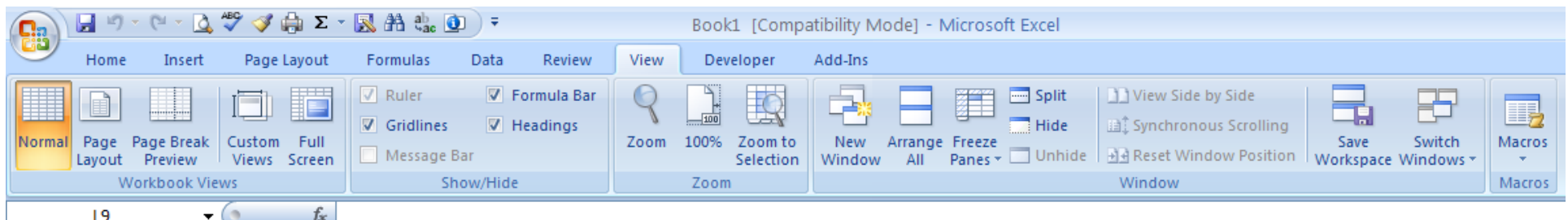
## Formulas



## Data



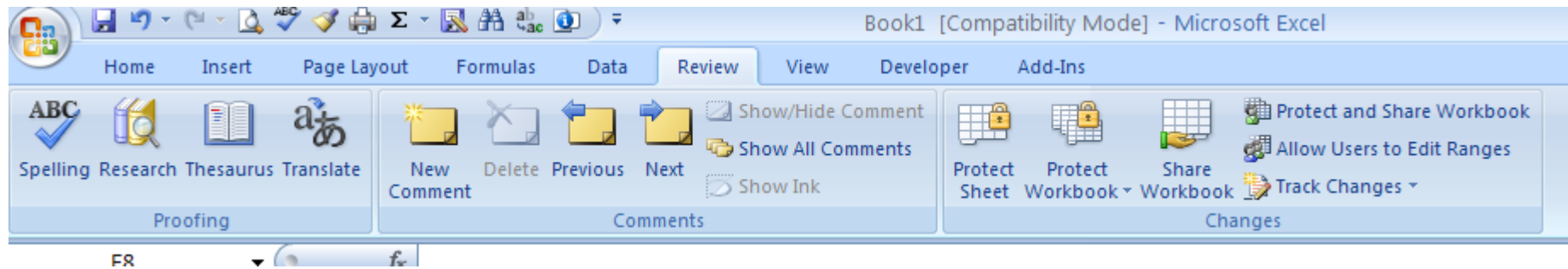
## View



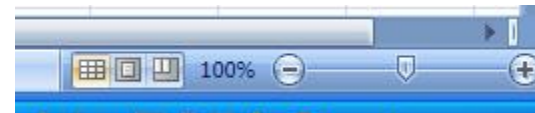
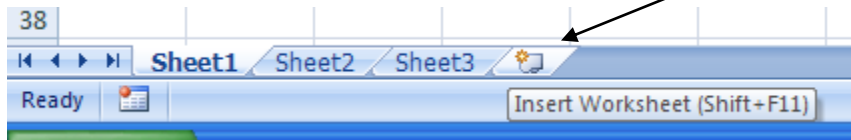


Class Notes:

## Review

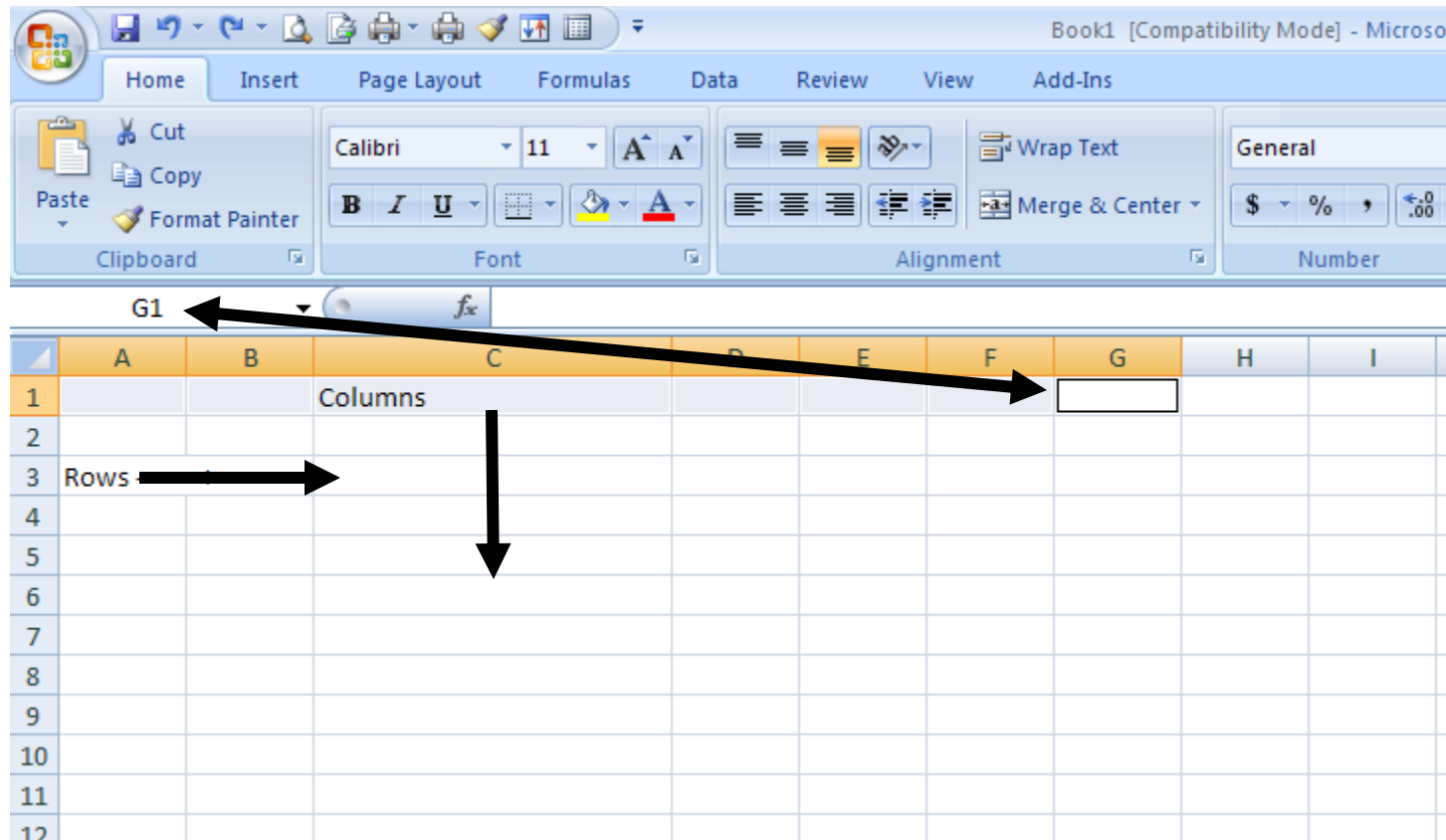


**Insert new sheet**





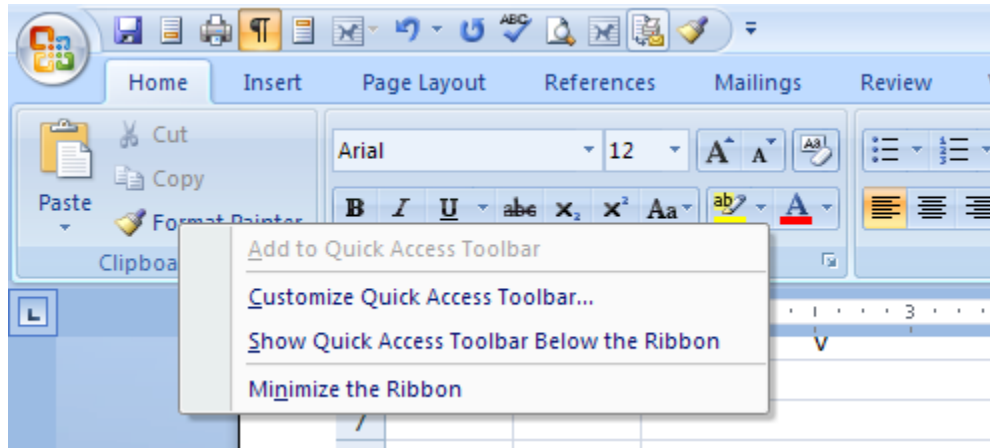
Class Notes:



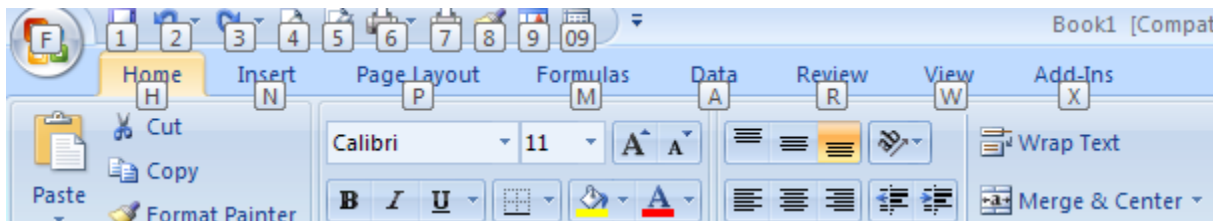
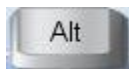


Class Notes:

**Q A T** What is the Quick Access Toolbar



Alt key





**Class Notes:**

<http://office.microsoft.com/en-us/help/FX101679371033.aspx>

