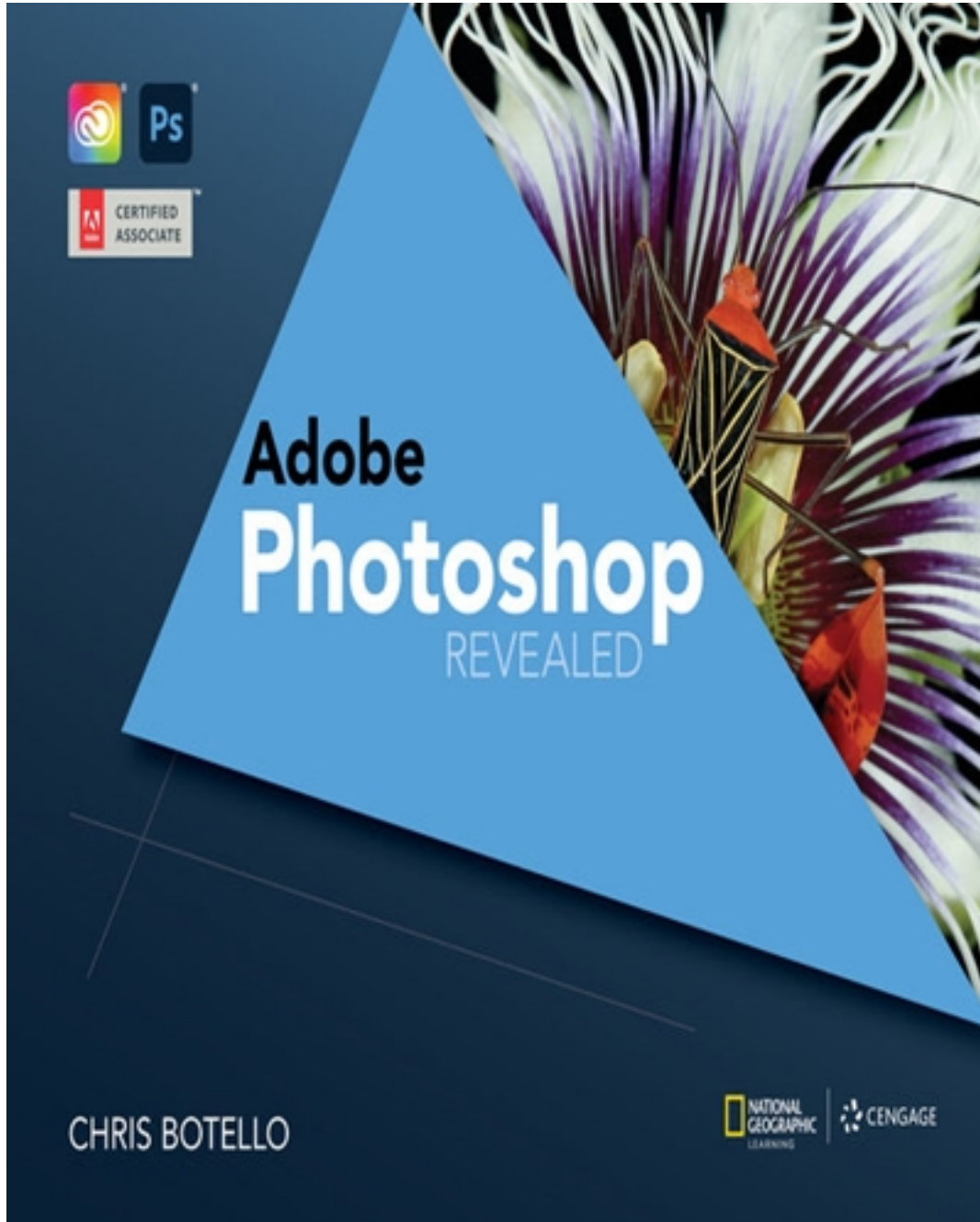


Test Bank for Adobe Photoshop Creative Cloud Revealed 2nd Edition by Botello

[CLICK HERE TO ACCESS COMPLETE Test Bank](#)



Test Bank

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

1. Photoshop is an image editing program.

- a. True
- b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 6

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/7/2021 1:59 PM

DATE MODIFIED: 11/23/2021 11:15 AM

2. The release of Photoshop made it possible for people to make money as artists.

- a. True
- b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 7

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/21/2021 2:01 PM

DATE MODIFIED: 11/23/2021 11:16 AM

3. The Float All in Windows command refers to panels.

- a. True
- b. False

ANSWER: False

POINTS: 1

REFERENCES: Page 21

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/28/2021 3:28 PM

DATE MODIFIED: 11/28/2021 3:28 PM

4. A digital image is a picture in metadata form.

- a. True
- b. False

ANSWER: False

RATIONALE:

POINTS: 1

REFERENCES: Page 8

QUESTION TYPE: True / False

HAS VARIABLES: False

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

DATE CREATED: 11/21/2021 2:20 PM

DATE MODIFIED: 11/23/2021 11:23 AM

5. JPEG is Photoshop's proprietary file format.

a. True

b. False

ANSWER: False

POINTS: 1

REFERENCES: Page 18

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/28/2021 3:23 PM

DATE MODIFIED: 11/28/2021 3:25 PM

6. Pixels are square.

a. True

b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 7

QUESTION TYPE: True / False

HAS VARIABLES: False

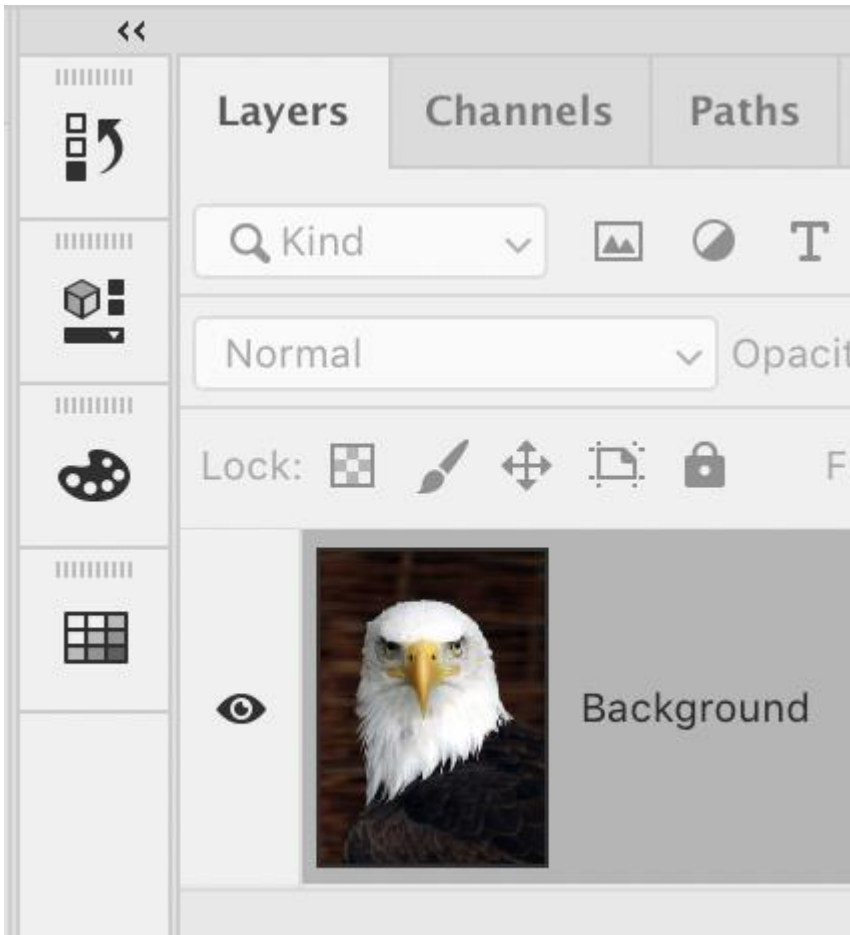
DATE CREATED: 11/21/2021 2:26 PM

DATE MODIFIED: 11/23/2021 11:24 AM

7. In the figure below, the Layers, Channels, and Paths panels are docked.

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop



a. True

b. False

ANSWER: False

POINTS: 1

REFERENCES: Page 28
Page 34

QUESTION TYPE: True / False

HAS VARIABLES: False

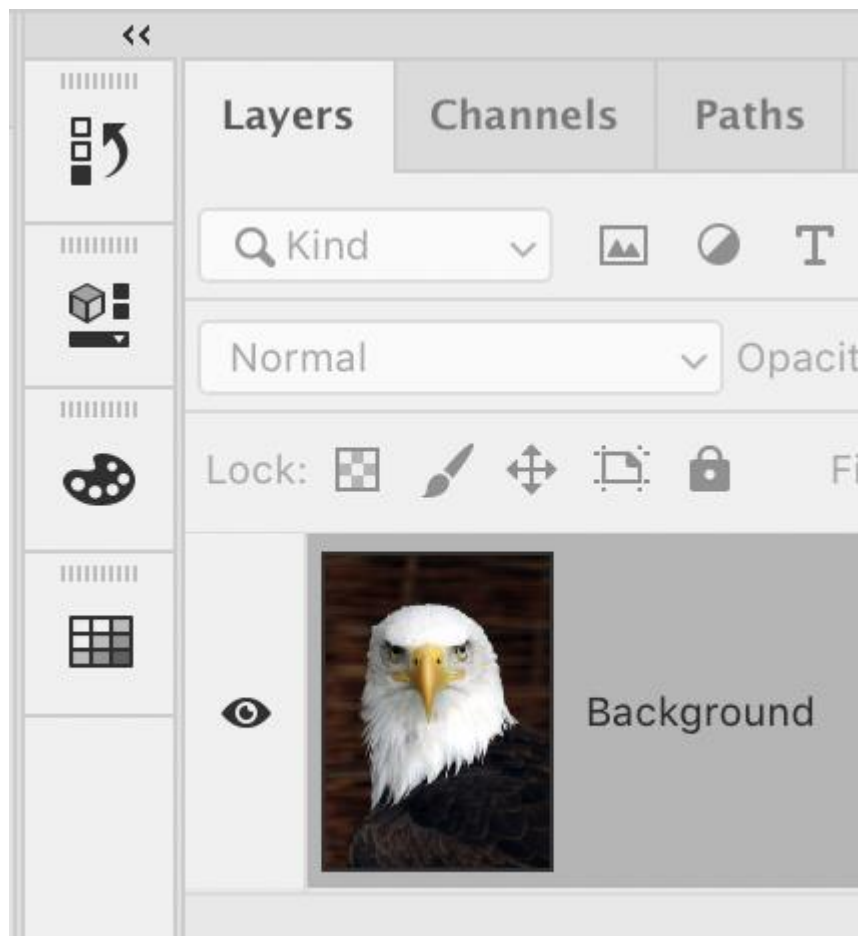
DATE CREATED: 11/23/2021 6:23 AM

DATE MODIFIED: 11/28/2021 2:59 PM

8. In the figure below, there are three grouped panels and four panel icons in the panel dock.

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop



a. True

b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 28
Page 34

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 9:49 AM

DATE MODIFIED: 11/23/2021 9:53 AM

9. To create a custom workspace you must add panels in one at a time.

a. True

b. False

ANSWER: False

POINTS: 1

REFERENCES: Page 29

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 11:24 AM

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

DATE MODIFIED: 11/23/2021 11:27 AM

10. To change the shade of gray for your Photoshop interface, go to Preferences and then click the General category.

- a. True
- b. False

ANSWER: False

POINTS: 1

REFERENCES: Page 11
Page 29

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 11:27 AM

DATE MODIFIED: 12/2/2021 12:36 PM

11. The color and style of guides in a document are preferences that you may change.

- a. True
- b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 36

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 11:31 AM

DATE MODIFIED: 11/23/2021 11:32 AM

12. You can use Photoshop to restore old family photos by removing dust and scratches.

- a. True
- b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 8

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/28/2021 3:26 PM

DATE MODIFIED: 11/28/2021 3:27 PM

13. It is possible to rotate or flip an image in Photoshop even if the picture was taken sideways using a cell phone.

- a. True
- b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 36

QUESTION TYPE: True / False

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

HAS VARIABLES: False

DATE CREATED: 11/23/2021 11:40 AM

DATE MODIFIED: 11/23/2021 11:45 AM

14. To see the size of a Photoshop document after it has been opened, click Image on the menu bar, then click Canvas Size.

a. True

b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 37

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 11:45 AM

DATE MODIFIED: 11/23/2021 11:46 AM

15. Photoshop images can be rotated.

a. True

b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 8

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/28/2021 3:26 PM

DATE MODIFIED: 11/28/2021 3:30 PM

16. If you do not see the rulers in the document window, click View on the menu bar, then click 100%.

a. True

b. False

ANSWER: False

POINTS: 1

REFERENCES: Page 37

Page 28

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 11:46 AM

DATE MODIFIED: 11/23/2021 12:43 PM

17. When you enlarge an area of an image using the Zoom tool, this is known as a "marquee zoom."

a. True

b. False

ANSWER: True

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

POINTS: 1
REFERENCES: Page 27
QUESTION TYPE: True / False
HAS VARIABLES: False
DATE CREATED: 11/23/2021 11:57 AM
DATE MODIFIED: 11/23/2021 12:18 PM

18. Guides will show when you print a document.

- a. True
- b. False

ANSWER: False
POINTS: 1
REFERENCES: Page 35
QUESTION TYPE: True / False
HAS VARIABLES: False
DATE CREATED: 11/28/2021 3:21 PM
DATE MODIFIED: 11/28/2021 3:23 PM

19. All of the Photoshop panels can become floating panels except for the toolbar.

- a. True
- b. False

ANSWER: False
POINTS: 1
REFERENCES: Page 25
QUESTION TYPE: True / False
HAS VARIABLES: False
DATE CREATED: 11/23/2021 12:19 PM
DATE MODIFIED: 11/23/2021 12:23 PM

20. The current settings for the selected tool on the toolbar can be found on the Options panel.

- a. True
- b. False

ANSWER: True
POINTS: 1
REFERENCES: Page 24
QUESTION TYPE: True / False
HAS VARIABLES: False
DATE CREATED: 11/23/2021 12:44 PM
DATE MODIFIED: 11/23/2021 12:47 PM

21. A new document is automatically saved once you assign a name to it.

- a. True
- b. False

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

ANSWER: False

POINTS: 1

REFERENCES: Page 22
Page 19

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 12:48 PM

DATE MODIFIED: 11/23/2021 12:56 PM

22. Photoshop automatically names new documents "Untitled" followed by a number.

a. True

b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 19

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 12:52 PM

DATE MODIFIED: 11/23/2021 12:53 PM

23. When you name a document in the New Document dialog box, you have not saved the file yet.

a. True

b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 19

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 12:54 PM

DATE MODIFIED: 11/23/2021 12:55 PM

24. You choose a document's file format in the New Document dialog box.

a. True

b. False

ANSWER: False

POINTS: 1

REFERENCES: Page 17

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 12:57 PM

DATE MODIFIED: 11/23/2021 12:59 PM

25. You choose a document's file format at the same time that you save it.

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

a. True

b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 22

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 12:59 PM

DATE MODIFIED: 11/23/2021 1:08 PM

26. Photoshop documents may be saved to the cloud.

a. True

b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 22

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 1:08 PM

DATE MODIFIED: 11/23/2021 1:12 PM

27. A tool with a small black triangle in the corner indicates that there are more tools hidden behind it.

a. True

b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 26

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 1:31 PM

DATE MODIFIED: 11/23/2021 2:02 PM

28. The foreground and background colors are found on the Options panel.

a. True

b. False

ANSWER: False

POINTS: 1

REFERENCES: Page 26

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 2:02 PM

DATE MODIFIED: 11/23/2021 2:03 PM

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

29. Extras is the name given to Photoshop features in the New Document dialog box.

- a. True
- b. False

ANSWER: False

POINTS: 1

REFERENCES: Page 30

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 2:04 PM

DATE MODIFIED: 11/23/2021 2:05 PM

30. When you use the Save As command, you end up with two files, each with a different name.

- a. True
- b. False

ANSWER: True

POINTS: 1

REFERENCES: Page 19

QUESTION TYPE: True / False

HAS VARIABLES: False

DATE CREATED: 11/23/2021 2:06 PM

DATE MODIFIED: 11/23/2021 2:09 PM

31. Which of the following is not a file format that Photoshop can be saved as?

- a. JPG
- b. PPT
- c. GIF
- d. PNG

ANSWER: b

POINTS: 1

REFERENCES: Page 18

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/23/2021 2:15 PM

DATE MODIFIED: 11/23/2021 2:21 PM

32. The PSD file format is _____.

- a. nonproprietary
- b. camera raw
- c. proprietary
- d. portable

ANSWER: c

POINTS: 1

REFERENCES: Page 18

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:22 PM

DATE MODIFIED: 11/27/2021 1:24 PM

33. JPEG and PNG file formats are

- a. nonproprietary
- b. camera raw
- c. proprietary
- d. programmable

ANSWER: a

POINTS: 1

REFERENCES: Page 18

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:24 PM

DATE MODIFIED: 11/27/2021 1:27 PM

34. The Save As command creates a _____ file from the existing file.

- a. duplicate
- b. locked
- c. new
- d. JPEG

ANSWER: a

POINTS: 1

REFERENCES: Page 18

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:28 PM

DATE MODIFIED: 11/27/2021 1:30 PM

35. All of the following are categories of Photoshop document types except:

- a. Print
- b. Paint
- c. Web
- d. Mobile

ANSWER: b

POINTS: 1

REFERENCES: Page 19

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:30 PM

DATE MODIFIED: 11/27/2021 1:33 PM

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

36. Untitled-7 is an example of a(n) _____.
a. preset template in the Film & Video category
b. new, unnamed file format
c. preset template in the Letter category
d. new, unnamed Photoshop document

ANSWER: d

POINTS: 1

REFERENCES: Page 19

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:33 PM

DATE MODIFIED: 11/27/2021 1:36 PM

37. In the New Document dialog box, you can choose all of the following except:
a. orientation
b. file format
c. height
d. resolution

ANSWER: b

POINTS: 1

REFERENCES: Page 19

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:36 PM

DATE MODIFIED: 11/27/2021 1:39 PM

38. Tools, General, and Interface are all categories of _____.
a. templates
b. custom workspaces
c. preferences
d. panels

ANSWER: c

POINTS: 1

REFERENCES: Page 12

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:39 PM

DATE MODIFIED: 11/27/2021 1:41 PM

39. In the Save or Save As dialog box, you can choose the _____.
a. preferences
b. orientation

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

c. length

d. file format

ANSWER: d

POINTS: 1

REFERENCES: Page 22

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:42 PM

DATE MODIFIED: 11/27/2021 1:44 PM

40. iPhone X and Apple Watch are two types of _____ in the Mobile category.

a. presets

b. proprietary formats

c. preferences

d. apps

ANSWER: a

POINTS: 1

REFERENCES: Page 23

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:44 PM

DATE MODIFIED: 12/1/2021 11:11 AM

41. You may save a new document to the following:

a. just your computer

b. your computer or the cloud

c. just the cloud

d. your computer, the cloud, or the Adobe app

ANSWER: b

POINTS: 1

REFERENCES: Page 22

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:46 PM

DATE MODIFIED: 11/27/2021 1:49 PM

42. Keyboard shortcuts allow you to access _____.

a. tools

b. menu commands

c. the Zoom tool

d. all of the above

ANSWER: d

POINTS: 1

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

REFERENCES: Page 27

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:49 PM

DATE MODIFIED: 12/1/2021 11:12 AM

43. Which of the following is an indicator of hidden tools?

- a. a preference setting in the Tools category
- b. black triangle arrow on the Options panel
- c. black triangle next to tool icon
- d. black triangle next to cursor

ANSWER: c

POINTS: 1

REFERENCES: Page 26

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:51 PM

DATE MODIFIED: 11/27/2021 1:54 PM

44. Clicking a swatch on the Swatches panel changes the:

- a. background of the canvas
- b. foreground color on the toolbar
- c. background color on the toolbar
- d. color of the workspace

ANSWER: b

POINTS: 1

REFERENCES: Page 26

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:54 PM

DATE MODIFIED: 11/27/2021 1:56 PM

45. Which letter restores the foreground and background colors to their defaults (black over white)?

- a. C
- b. X
- c. D
- d. R

ANSWER: c

POINTS: 1

REFERENCES: Page 26

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 1:56 PM

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

DATE MODIFIED: 11/27/2021 1:58 PM

46. Panels are small control windows that have settings you use to modify _____.

- a. preferences
- b. tools
- c. images
- d. workspaces

ANSWER: c

POINTS: 1

REFERENCES: Page 28

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 2:39 PM

DATE MODIFIED: 11/27/2021 2:43 PM

47. The panel ____ is a vertical bar that contains panels, panel groups, or panel icons.

- a. dock
- b. workspace
- c. ruler
- d. window

ANSWER: a

POINTS: 1

REFERENCES: Page 28

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 2:43 PM

DATE MODIFIED: 11/27/2021 2:45 PM

48. The canvas is actually _____.

- a. invisible
- b. low resolution
- c. millions of pixels
- d. transparent

ANSWER: c

POINTS: 1

REFERENCES: Page 20

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

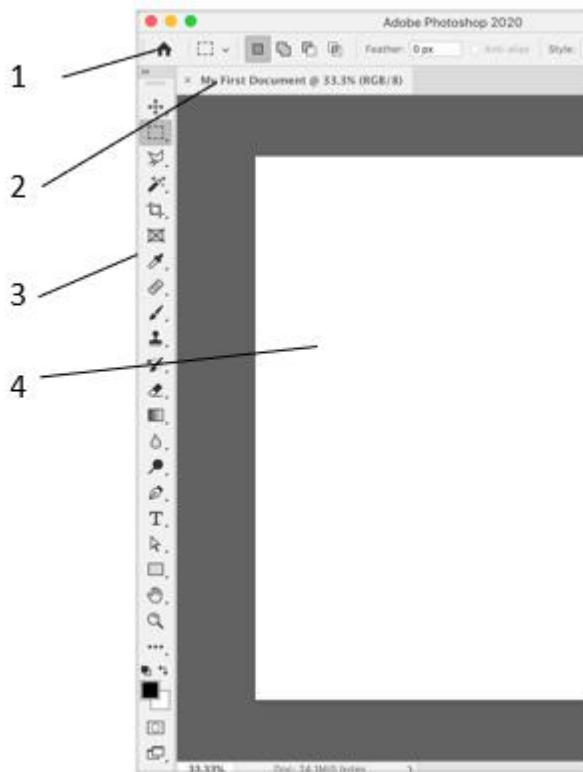
DATE CREATED: 11/27/2021 2:46 PM

DATE MODIFIED: 11/27/2021 5:28 PM

49. In the figure below, item 1 points to the _____.

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop



- a. Options panel
- b. toolbar
- c. workspace switcher
- d. New Document button

ANSWER: a

POINTS: 1

REFERENCES: Pages 28-32

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

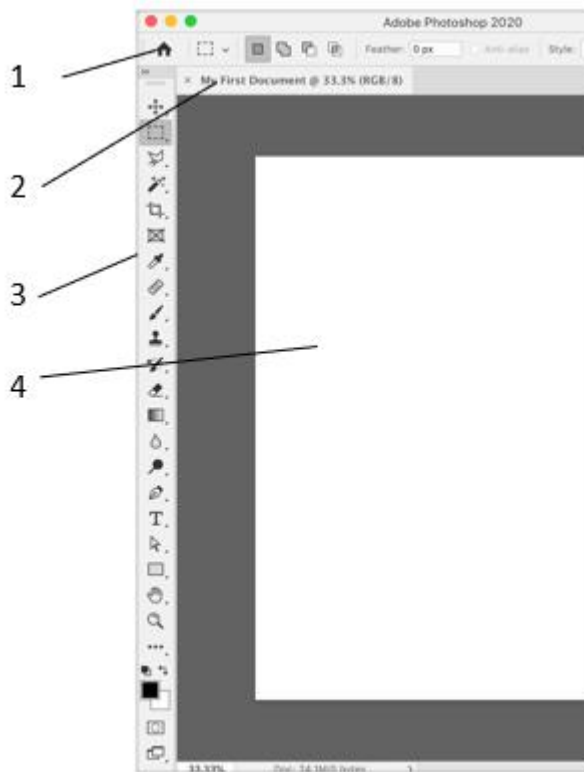
DATE CREATED: 11/27/2021 5:28 PM

DATE MODIFIED: 12/16/2021 1:53 PM

50. In the figure below, item 2 points to the _____.

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop



- a. My First Document panel
- b. New Document button
- c. document name tab
- d. My First Document template

ANSWER: c

POINTS: 1

REFERENCES: Pages 28-32

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

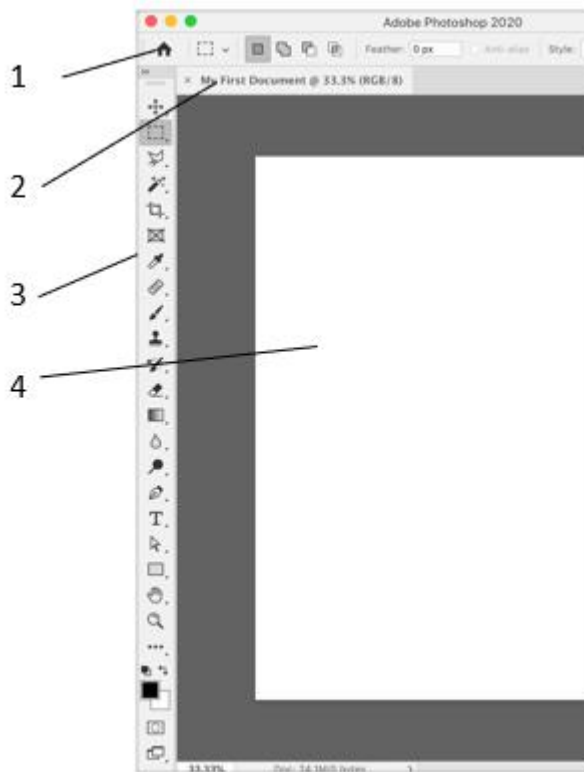
DATE CREATED: 11/27/2021 5:36 PM

DATE MODIFIED: 12/16/2021 1:54 PM

51. In the figure below, item 3 points to the _____.

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop



- a. Tool preferences panel
- b. panel dock
- c. Options panel
- d. toolbar

ANSWER: d

POINTS: 1

REFERENCES: Pages 28-32

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

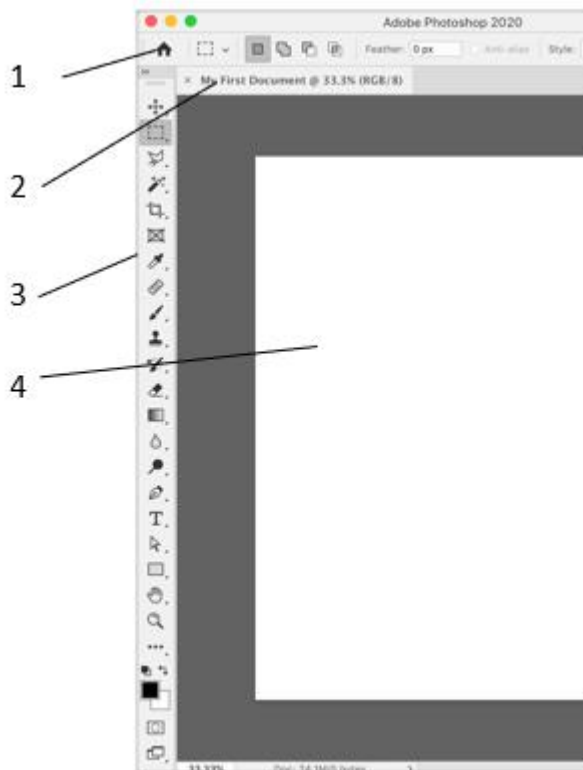
DATE CREATED: 11/27/2021 5:38 PM

DATE MODIFIED: 12/16/2021 1:55 PM

52. In the figure below, item #4 is pointing to _____.

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop



- a. pixels
- b. the canvas
- c. the workspace
- d. both a & b

ANSWER: d

POINTS: 1

REFERENCES: Pages 28-32

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 8:39 PM

DATE MODIFIED: 12/16/2021 1:55 PM

53. To view multiple documents different ways, choose the _____ command on the Window menu.

- a. Tile
- b. Float
- c. Arrange
- d. Position

ANSWER: c

POINTS: 1

REFERENCES: Page 21

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

DATE CREATED: 11/27/2021 8:43 PM

DATE MODIFIED: 11/27/2021 8:46 PM

54. When you drag a document by the name tab to a new location, it is known as a _____ window.

- a. floating
- b. open
- c. consolidated
- d. tiled

ANSWER: a

POINTS: 1

REFERENCES: Page 21

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 8:47 PM

DATE MODIFIED: 11/27/2021 8:49 PM

55. Which of the following can make your work in Photoshop easier and faster?

- a. marquee selections
- b. saving to the cloud
- c. keyboard shortcuts
- d. preferences

ANSWER: c

POINTS: 1

REFERENCES: Page 29

QUESTION TYPE: Multiple Choice

HAS VARIABLES: False

DATE CREATED: 11/27/2021 8:49 PM

DATE MODIFIED: 11/27/2021 8:51 PM

- | | |
|------------------|-------------------------|
| a. pixels | b. preferences |
| c. canvas | d. Options panel |
| e. digital image | f. small black triangle |
| g. JPEG | h. shortcut key |
| i. workspace | j. panel dock |

REFERENCES: Pages 9-29

QUESTION TYPE: Matching

HAS VARIABLES: False

DATE CREATED: 11/28/2021 1:39 PM

DATE MODIFIED: 11/28/2021 2:25 PM

56. A picture in electronic form

ANSWER: e

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

POINTS: 1

57. Options you choose for the way you want to work in Photoshop

ANSWER: b

POINTS: 1

58. A file format named after the group that invented it

ANSWER: g

POINTS: 1

59. Short for "picture element"

ANSWER: a

POINTS: 1

60. Indicates hidden tools

ANSWER: f

POINTS: 1

61. Displays current settings for the selected tool

ANSWER: d

POINTS: 1

62. Vertical bar containing panel groups

ANSWER: j

POINTS: 1

63. A bed of millions of pixels

ANSWER: c

POINTS: 1

64. Letter that corresponds to a tool

ANSWER: h

POINTS: 1

65. How your Photoshop window is set up

ANSWER: i

POINTS: 1

a. Save As

b. File format

c. Preset

d. [spacebar]

e. Floating window

f. Marquee zoom

g. Rulers

h. Letter V

i. Image resolution

j. Guides

REFERENCES: Pages 17-35

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

QUESTION TYPE: Matching

HAS VARIABLES: False

DATE CREATED: 11/28/2021 2:26 PM

DATE MODIFIED: 11/28/2021 2:55 PM

66. Dragging the Zoom tool around an area to enlarge it

ANSWER: f

POINTS: 1

67. Different types of coding an image can be saved with

ANSWER: b

POINTS: 1

68. A preset template in the Print category of the New Document dialog box

ANSWER: c

POINTS: 1

69. Help you precisely measure and position an object

ANSWER: g

POINTS: 1

70. A document that is no longer tabbed

ANSWER: e

POINTS: 1

71. Nonprinting horizontal and vertical lines to help position a selection

ANSWER: j

POINTS: 1

72. Command that creates a copy of the file

ANSWER: a

POINTS: 1

73. The number of pixels per inch in a Photoshop file

ANSWER: i

POINTS: 1

74. Press to access the Hand tool

ANSWER: d

POINTS: 1

75. Short cut key for Move tool

ANSWER: h

POINTS: 1

Name: _____ Class: _____ Date: _____

Chapter 01 Get Started with Photoshop

- a. Untitled 1
- b. Horses.psd
- c. Extras
- d. Foreground color
- e. Cloud

REFERENCES: Pages 2-19

QUESTION TYPE: Matching

HAS VARIABLES: False

DATE CREATED: 11/28/2021 3:14 PM

DATE MODIFIED: 11/28/2021 3:18 PM

76. A file saved with the proprietary file format

ANSWER: b

POINTS: 1

77. A location to store files

ANSWER: e

POINTS: 1

78. Found on the toolbar

ANSWER: d

POINTS: 1

79. A file that is not named or saved

ANSWER: a

POINTS: 1

80. Items that can be hidden in the document window

ANSWER: c

POINTS: 1