

# Activité D3.2

## Partie 1

1. Saisir les données suivantes.

Matériel Disponible			
Désignation	Code	PU (DT)	Quantité
Micro-ordinateur	ORD	1500	30
Imprimante	IMP	280	28
Souris	SOU	25	100
Ecran	ECR	350	70
Disquette 3 1/2	DIS	1	100
		Total	

2. Mise en forme:

**Texte 1/2:**

*Attribut : Exposant (pour le texte <sup>1/2</sup>)*

**Tableau :**

*Hauteur de la 1ère Ligne : 1,5 cm*

*Largeur des colonnes : 1ère Colonne : 4,5 cm ; 2ème, 3ème et 4ème : 3 cm*

*Bordure Extérieure: Double trait*

*Bordure Intérieure : Trait Simple*

3. Insérer une ligne vide juste après l'article Souris
4. Saisir les données suivantes au niveau de la ligne vide.

Lecteur Zip	ZIP	3	960
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5. Insérer une colonne TVA juste avant la colonne PU(DT)
6. Saisir les données suivantes dans la colonne TVA :

TVA	0,18	0,15	0,18	0,15	0,18	0,15
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7. Mise en forme:

**Titre : « Matériel Disponible »**

*Alignement : centré par rapport au tableau*

*Taille : 18*

*Style : Gras*

**Libellés : (2ème Ligne du tableau)**

*Alignement : Centré*

*Taille : 14*

*Style : Gras*

*Couleur : Bleu*

# Linformatique Pour D Butants Nicolas Lopez Ebook

**Robert R. Redfield**



**L'informatique Pour D Butants Nicolas Lopez Ebook:**

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### **Table of Contents Linformatique Pour D Butants Nicolas Lopez Ebook**

1. Understanding the eBook Linformatique Pour D Butants Nicolas Lopez Ebook
  - The Rise of Digital Reading Linformatique Pour D Butants Nicolas Lopez Ebook
  - Advantages of eBooks Over Traditional Books
2. Identifying Linformatique Pour D Butants Nicolas Lopez Ebook
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Linformatique Pour D Butants Nicolas Lopez Ebook
  - User-Friendly Interface
4. Exploring eBook Recommendations from Linformatique Pour D Butants Nicolas Lopez Ebook
  - Personalized Recommendations
  - Linformatique Pour D Butants Nicolas Lopez Ebook User Reviews and Ratings
  - Linformatique Pour D Butants Nicolas Lopez Ebook and Bestseller Lists

5. Accessing Linformatique Pour D Butants Nicolas Lopez Ebook Free and Paid eBooks
  - Linformatique Pour D Butants Nicolas Lopez Ebook Public Domain eBooks
  - Linformatique Pour D Butants Nicolas Lopez Ebook eBook Subscription Services
  - Linformatique Pour D Butants Nicolas Lopez Ebook Budget-Friendly Options
6. Navigating Linformatique Pour D Butants Nicolas Lopez Ebook eBook Formats
  - ePub, PDF, MOBI, and More
  - Linformatique Pour D Butants Nicolas Lopez Ebook Compatibility with Devices
  - Linformatique Pour D Butants Nicolas Lopez Ebook Enhanced eBook Features
7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Linformatique Pour D Butants Nicolas Lopez Ebook
  - Highlighting and Note-Taking Linformatique Pour D Butants Nicolas Lopez Ebook
  - Interactive Elements Linformatique Pour D Butants Nicolas Lopez Ebook
8. Staying Engaged with Linformatique Pour D Butants Nicolas Lopez Ebook
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Linformatique Pour D Butants Nicolas Lopez Ebook
9. Balancing eBooks and Physical Books Linformatique Pour D Butants Nicolas Lopez Ebook
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Linformatique Pour D Butants Nicolas Lopez Ebook
10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
11. Cultivating a Reading Routine Linformatique Pour D Butants Nicolas Lopez Ebook
  - Setting Reading Goals Linformatique Pour D Butants Nicolas Lopez Ebook
  - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Linformatique Pour D Butants Nicolas Lopez Ebook
  - Fact-Checking eBook Content of Linformatique Pour D Butants Nicolas Lopez Ebook
  - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

### 14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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