

# Make Friends with Fonts

Microsoft Word comes with many types of fonts. Each font has a name, for example:

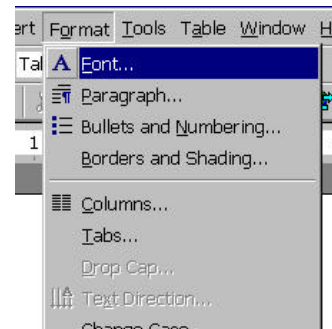
This font is called “Cow Spots”

This font is called “Cressida”

And this font is called “Cut and Paste”

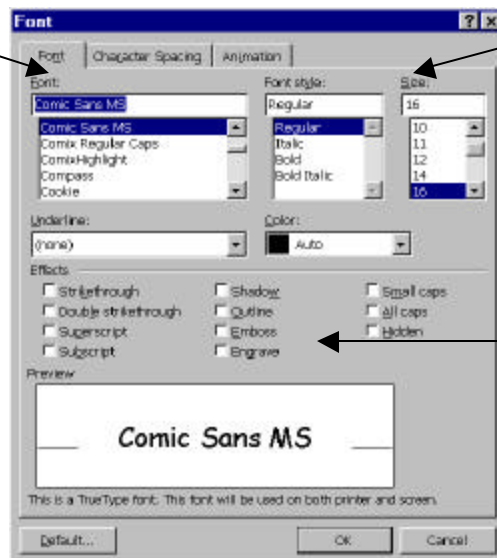
This assignment will show you how to change fonts in Microsoft Word.

There is a menu that lets you access the font dialogue box. It looks like this:



Click on the FONT... menu and you will get a dialogue box that looks like this:

This is a list of the available fonts, you can use your mouse or your down arrow key to look at the list



This is where you adjust the size of the font you are using

This preview box shows you what the font looks like