Chapter: 3 Mail Merge

A. Tick the correct answer

1. Document Type
2. Preview personalized letter
3. Any of the above
4. Data source
5. Any of the above

B. True , false

1. F
2. T
3. F
4. T
5. F

C. Match it

1. v
2. iv
3. ii
4. iii
5. i

D. Fill up

1. Mail merge
2. Six
3. Mailing
4. Recipient
5. print