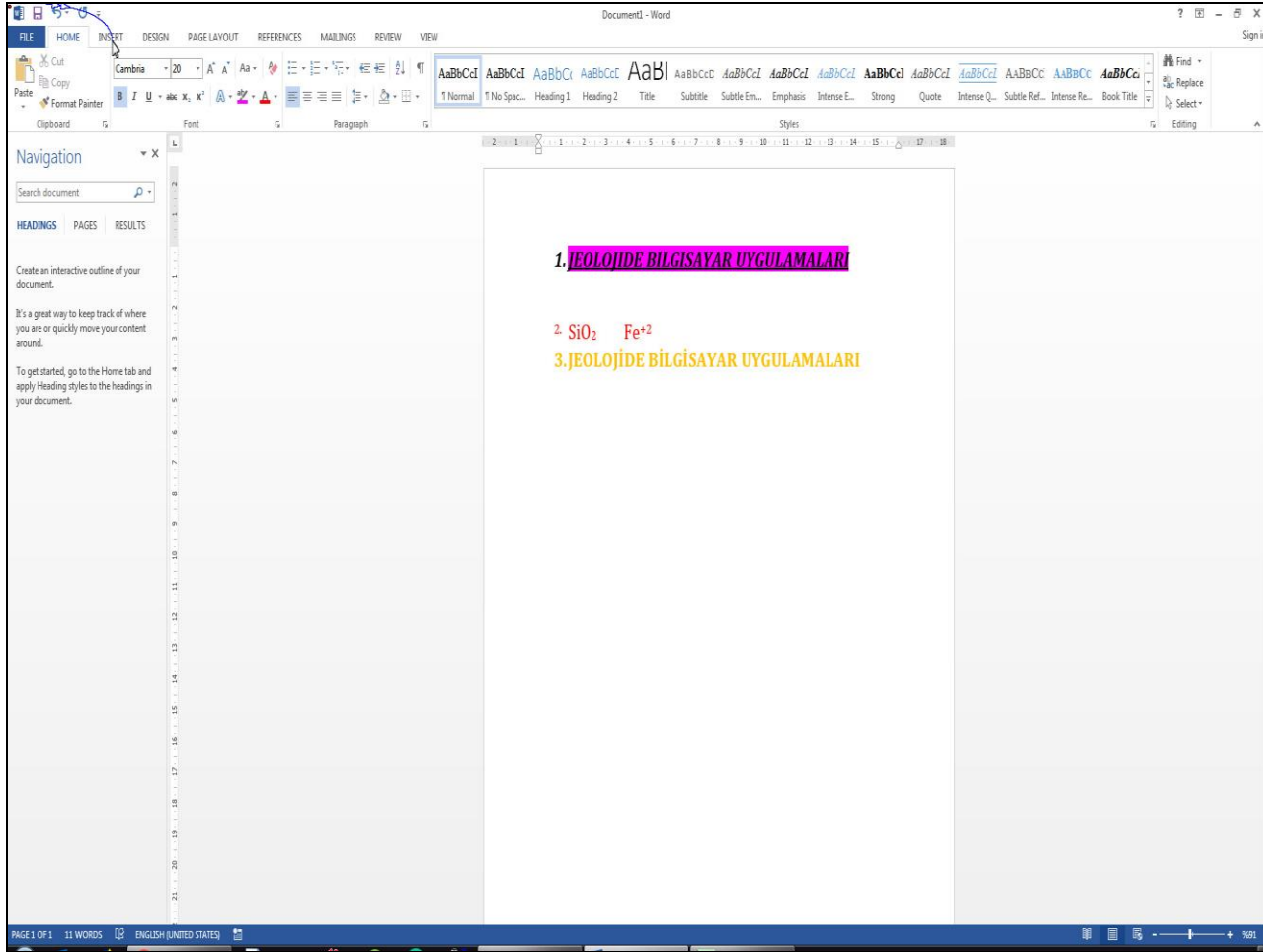


## 2. HAFTA – MS WORD

Bu derste MS WORD programının temel kullanımını öğreneceğiz. Nesne ekleme, Tablo ekleme ve Sayfa yapısı ayarları adım adım slaytlarda gösterilmiştir.

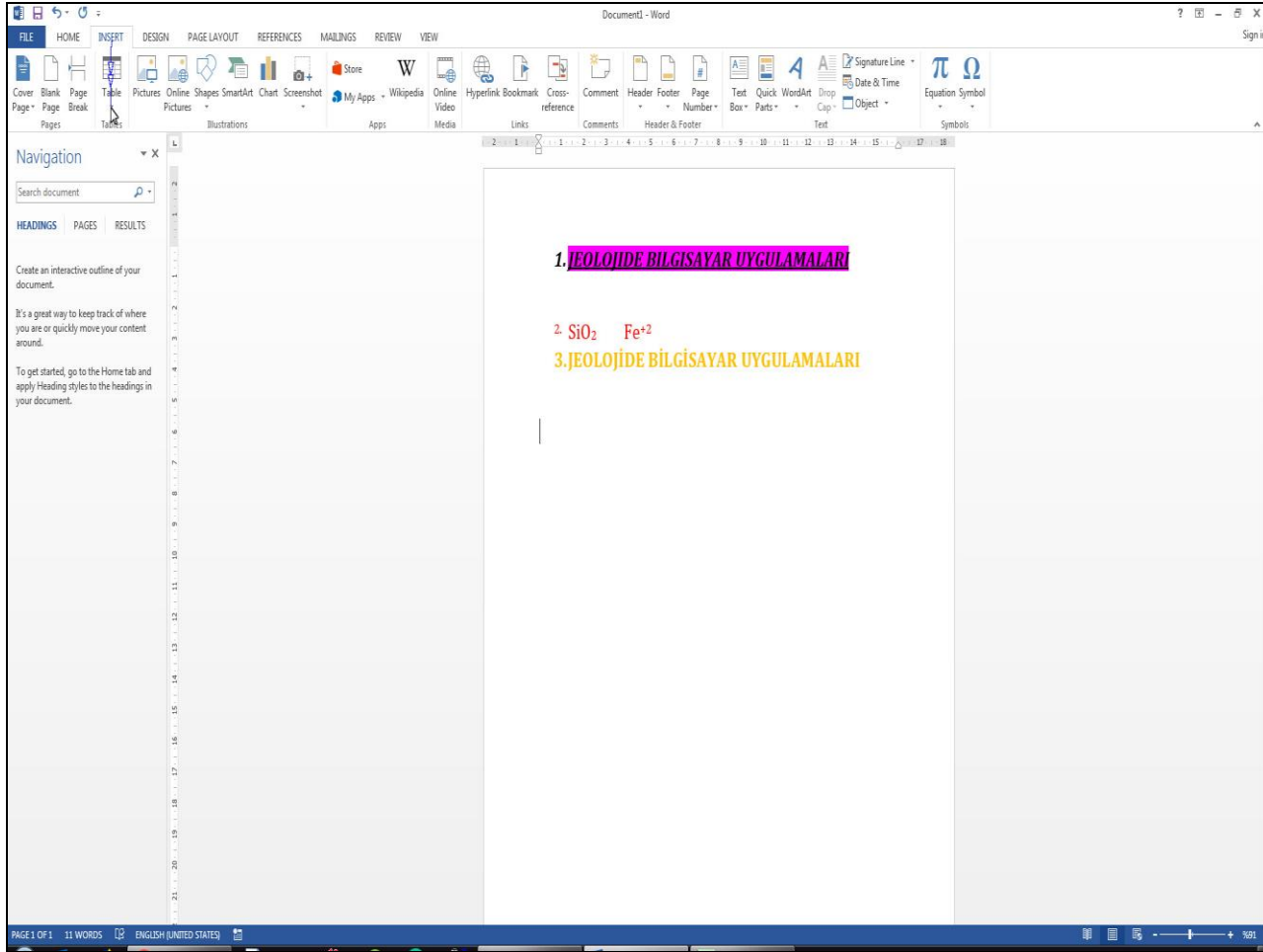
## Slide 1 - Slide 1



## Text Captions

Select the **Insert** tab

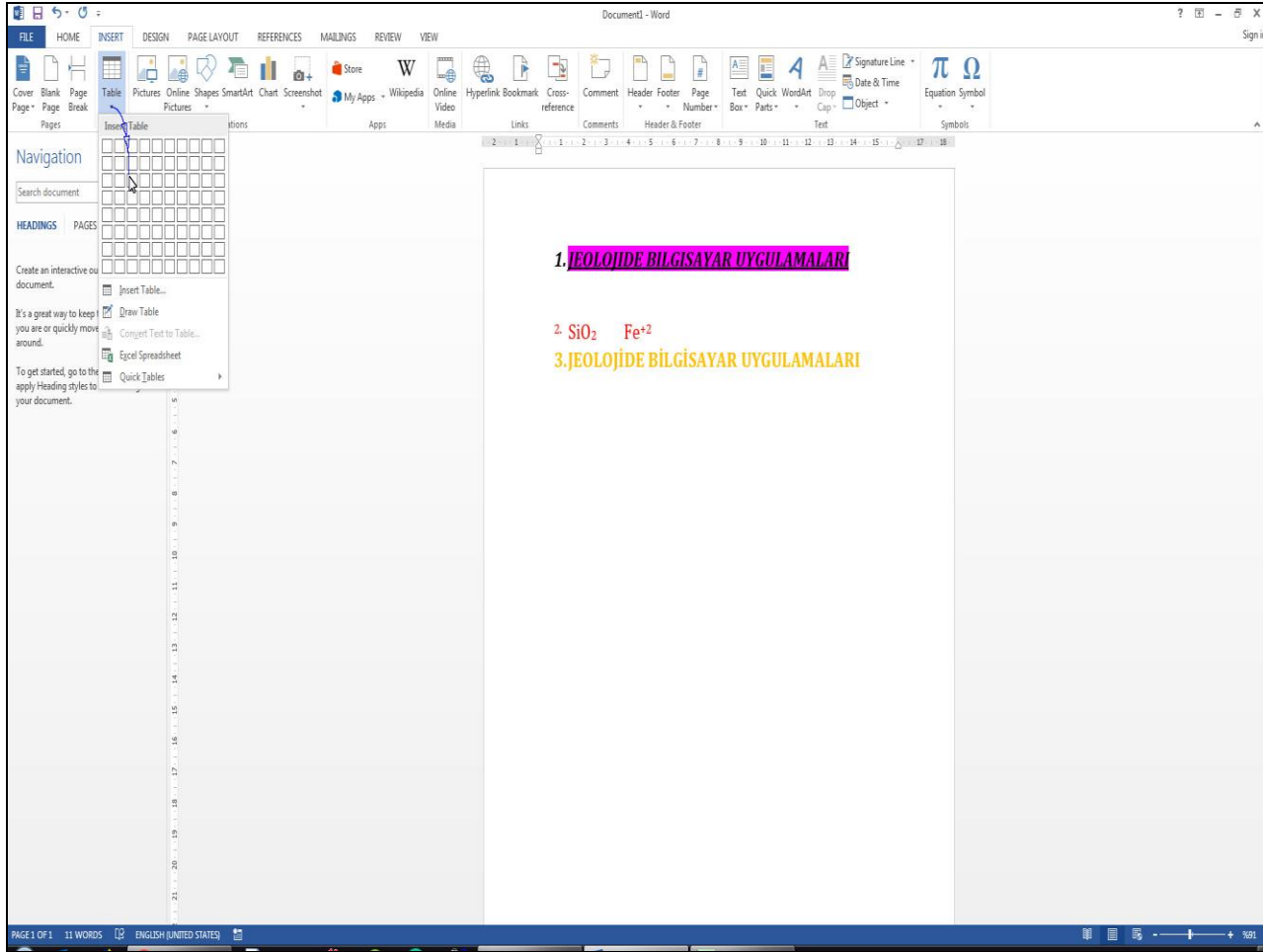
## Slide 2 - Slide 2



## Text Captions

Select **Table**

## Slide 3 - Slide 3



## Text Captions

Select the **3x3 Table** item

## Slide 4 - Slide 4

The screenshot shows the Microsoft Word interface with the 'TABLE TOOLS' ribbon active. The document contains the following text and table:

1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

2. SiO<sub>2</sub> Fe<sup>+2</sup>

3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

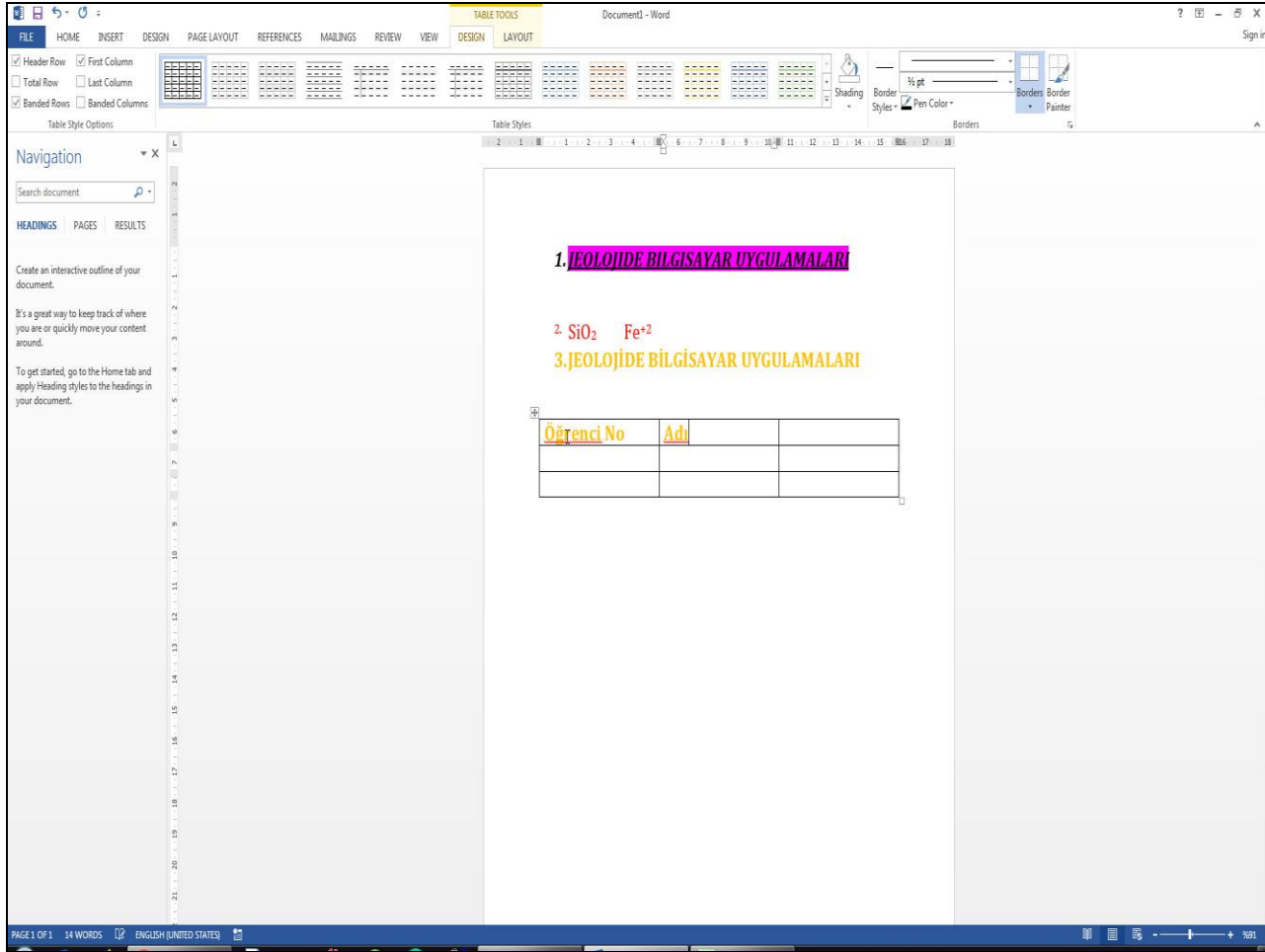
<b>Öğrenci N</b>			

A blue arrow points from the 'Navigation' pane on the left to the table. The status bar at the bottom indicates 'PAGE 1 OF 1', '12 WORDS', and 'ENGLISH (UNITED STATES)'.

## Text Captions

Press **Tab** key

## Slide 5 - Slide 5



The screenshot shows the Microsoft Word interface with the 'TABLE TOOLS' ribbon active. The document content includes:

- 1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI** (highlighted in pink)
- 2.  $\text{SiO}_2$   $\text{Fe}^{+2}$
- 3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI** (highlighted in yellow)

Below the text is a table with two columns: 'Öğrenci No' and 'Adı'. The table has three rows, with the first row containing the column headers.

Öğrenci No	Adı

The status bar at the bottom indicates 'PAGE 1 OF 1', '14 WORDS', and 'ENGLISH (UNITED STATES)'.

## Text Captions

Press **Tab** key

## Slide 6 - Slide 6

The screenshot shows the Microsoft Word 2019 interface. The document title is "Document1 - Word". The ribbon is set to "TABLE TOOLS" with the "DESIGN" tab selected. The "Table Styles" gallery is visible, showing various table designs. The document content is as follows:

1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

2. SiO<sub>2</sub> Fe<sup>+2</sup>

3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

<b>Öğrenci No</b>	<b>Adı</b>	<b>Soyad</b>

The status bar at the bottom indicates "PAGE 1 OF 1", "15 WORDS", and "ENGLISH (UNITED STATES)".

## Text Captions

## Slide 7 - Slide 7

The screenshot shows the Microsoft Word interface with the 'TABLE TOOLS' ribbon active. The document content is as follows:

1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

2. SiO<sub>2</sub> Fe<sup>+2</sup>

3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

<b>Öğrenci No</b>	<b>Adı</b>	<b>Soyadı</b>

The status bar at the bottom indicates 'PAGE 1 OF 1', '15 WORDS', and 'ENGLISH (UNITED STATES)'.

## Text Captions



## Slide 8 - Slide 8

The screenshot shows the Microsoft Word interface with the 'TABLE TOOLS' ribbon active. The document content is as follows:

1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

2. SiO<sub>2</sub> Fe<sup>+2</sup>

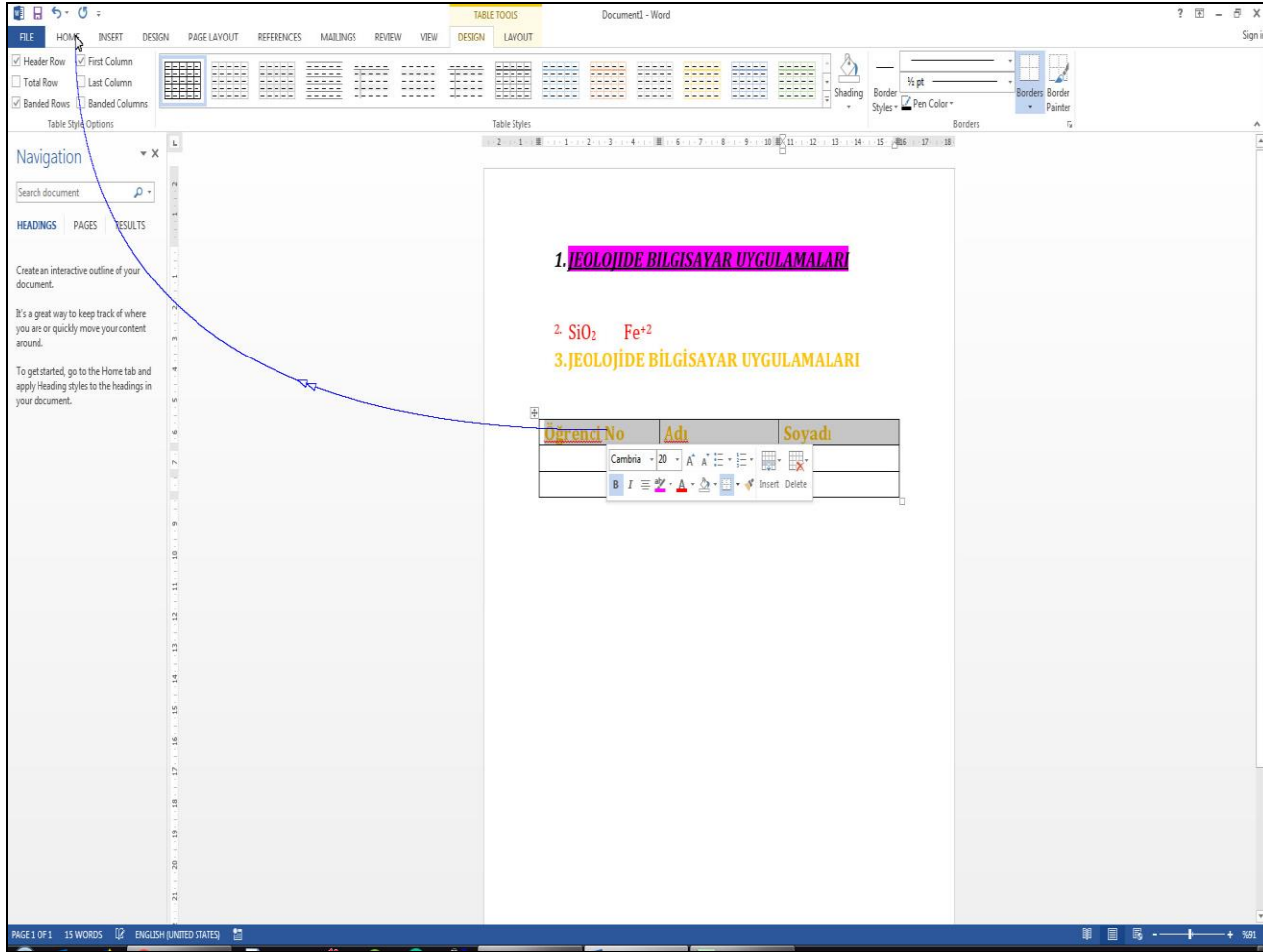
3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

Öğrenci No	Adı	Soyadı

The status bar at the bottom indicates 'PAGE 1 OF 1', '15 WORDS', and 'ENGLISH (UNITED STATES)'.

## Text Captions

## Slide 9 - Slide 9



The screenshot shows the Microsoft Word interface with the 'Home' tab selected in the ribbon. The document content includes:

- 1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**
- 2.  $\text{SiO}_2$   $\text{Fe}^{+2}$
- 3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

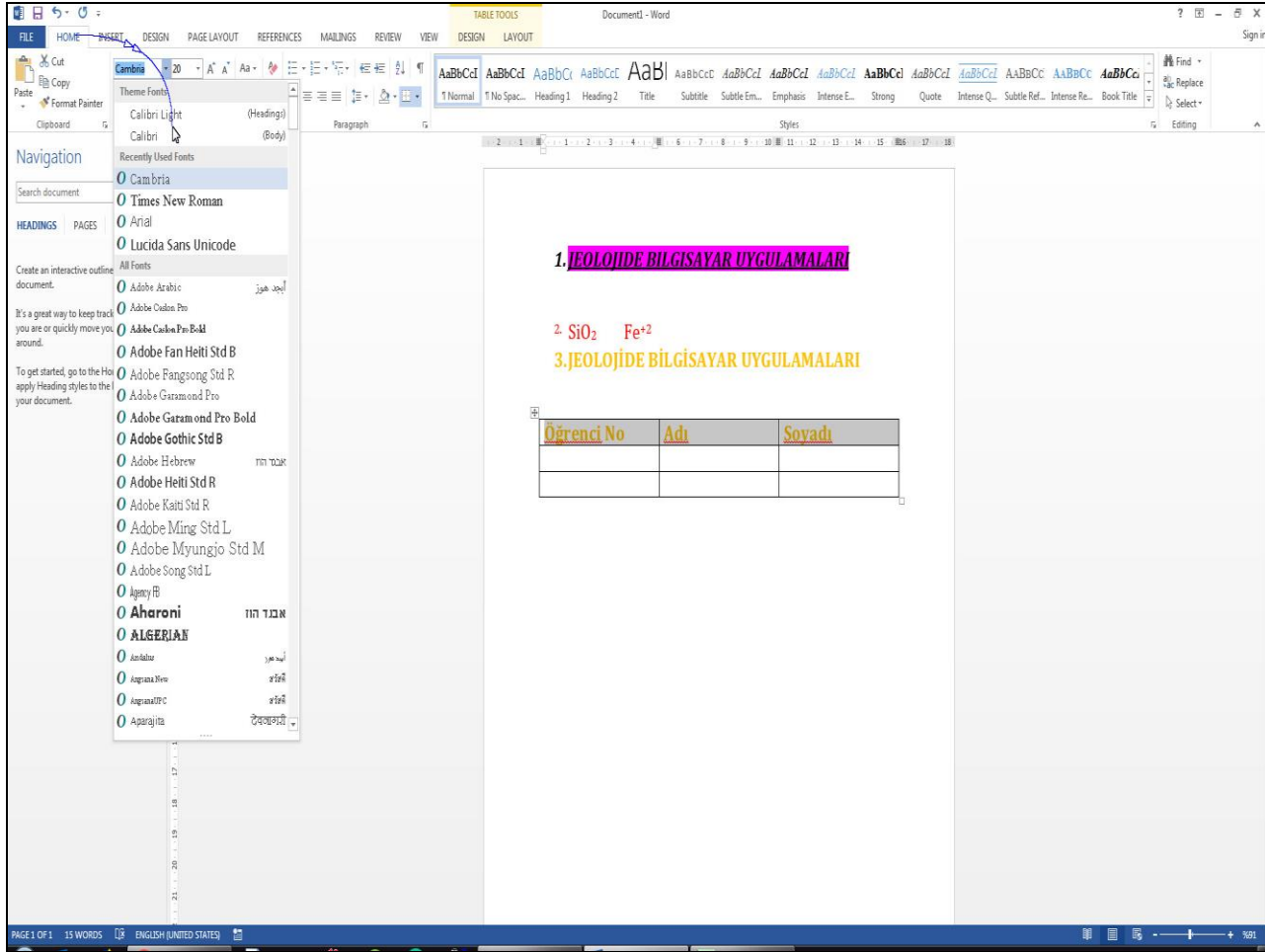
<b>Öğrenci No</b>	<b>Adı</b>	<b>Soyadı</b>

The table has a context menu open over it, showing options like 'Cambria', '20', 'A', 'A', 'B', 'I', 'U', 'Color', 'Background Color', 'Insert', and 'Delete'. A blue arrow points from the 'Home' tab in the ribbon to the table.

## Text Captions

Select the **Home** tab

Slide 10 - Slide 10



Text Captions

Select the **Calibri** item

## Slide 11 - Slide 11

The screenshot shows a Microsoft Word document titled "Document1 - Word". The ribbon is set to "TABLE TOOLS" with the "DESIGN" tab selected. The document content is as follows:

1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**
2. SiO<sub>2</sub> Fe<sup>+2</sup>
3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

<b>Öğrenci No</b>	<b>Adı</b>	<b>Soyadı</b>

The status bar at the bottom indicates "PAGE 1 OF 1", "15 WORDS", and "ENGLISH (UNITED STATES)".

## Text Captions

Select **Font Color**

## Slide 12 - Slide 12

The screenshot shows the Microsoft Word interface with the 'Font' ribbon selected. The 'Automatic' menu item is highlighted in the 'Font' section. The document content includes:

1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

2. SiO<sub>2</sub> Fe<sup>+2</sup>

3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

Öğrenci No	Adı	Soyadı

## Text Captions

Select the **Automatic** menu item

## Slide 13 - Slide 13

The screenshot shows the Microsoft Word interface with the following content:

- 1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**
- 2. SiO<sub>2</sub> Fe<sup>+2</sup>
- 3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

Öğrenci No	Adı	Soyadı

The document is titled "Document1 - Word" and is in the "DESIGN" tab. The status bar at the bottom indicates "PAGE 1 OF 1", "15 WORDS", and "ENGLISH (UNITED STATES)".

## Text Captions

Click the **Center** button

## Slide 14 - Slide 14

The screenshot shows the Microsoft Word interface. The ribbon is set to 'TABLE TOOLS' with the 'DESIGN' tab selected. The document content includes:

- 1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI** (highlighted in pink)
- 2.  $\text{SiO}_2$   $\text{Fe}^{+2}$
- 3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI** (highlighted in yellow)

Below the text is a table with three columns: Öğrenci No, Adı, and Soyadı. The table has two empty rows below the header.

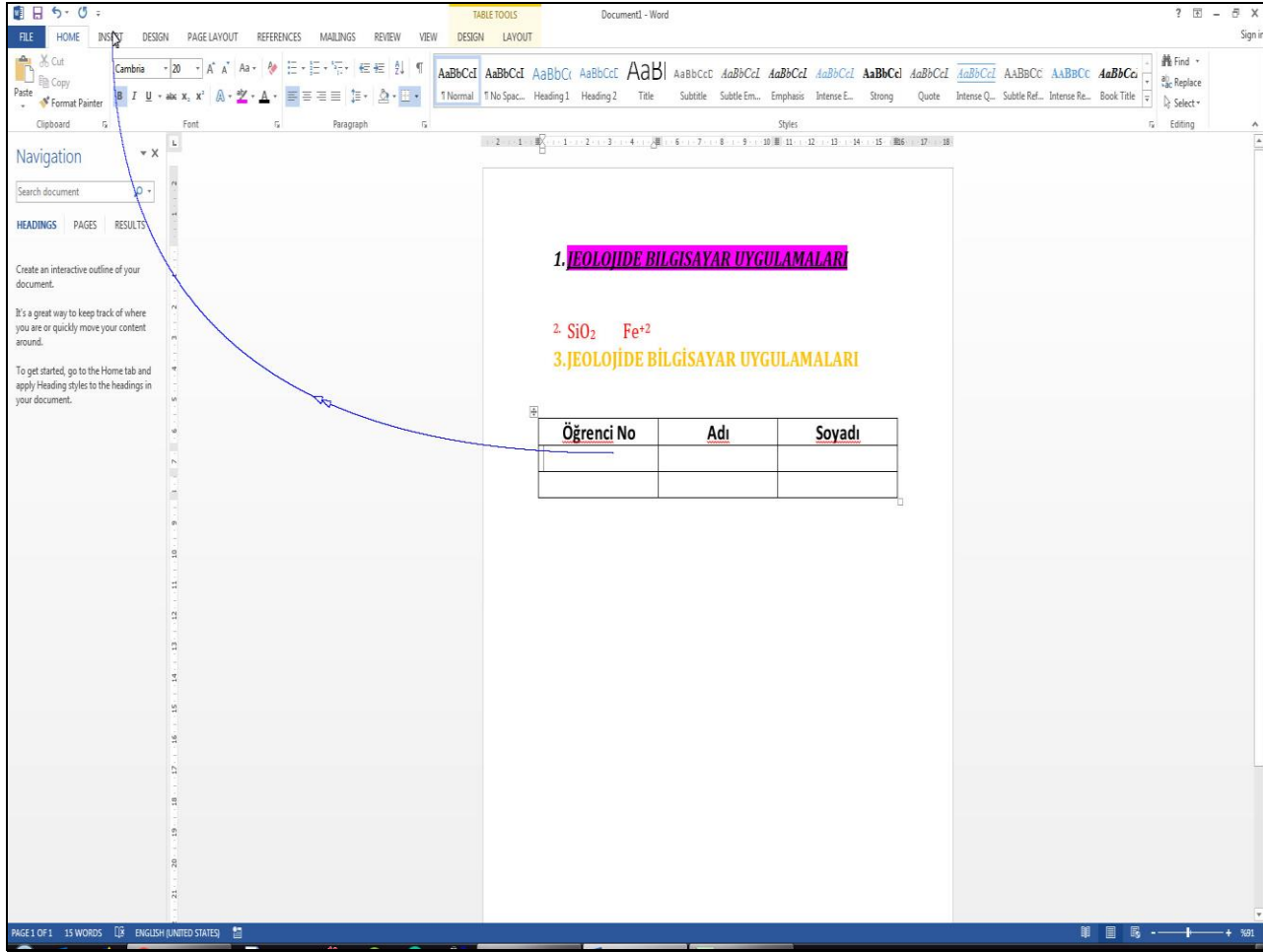
Öğrenci No	Adı	Soyadı

The status bar at the bottom indicates 'PAGE 1 OF 1', '15 WORDS', and 'ENGLISH (UNITED STATES)'.

## Text Captions

Select **Microsoft Word Document**

## Slide 15 - Slide 15



The screenshot shows the Microsoft Word 2019 interface. The 'Insert' tab is active in the ribbon. The document content includes:

- 1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**
- 2. SiO<sub>2</sub> Fe<sup>+2</sup>
- 3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

Öğrenci No	Adı	Soyadı

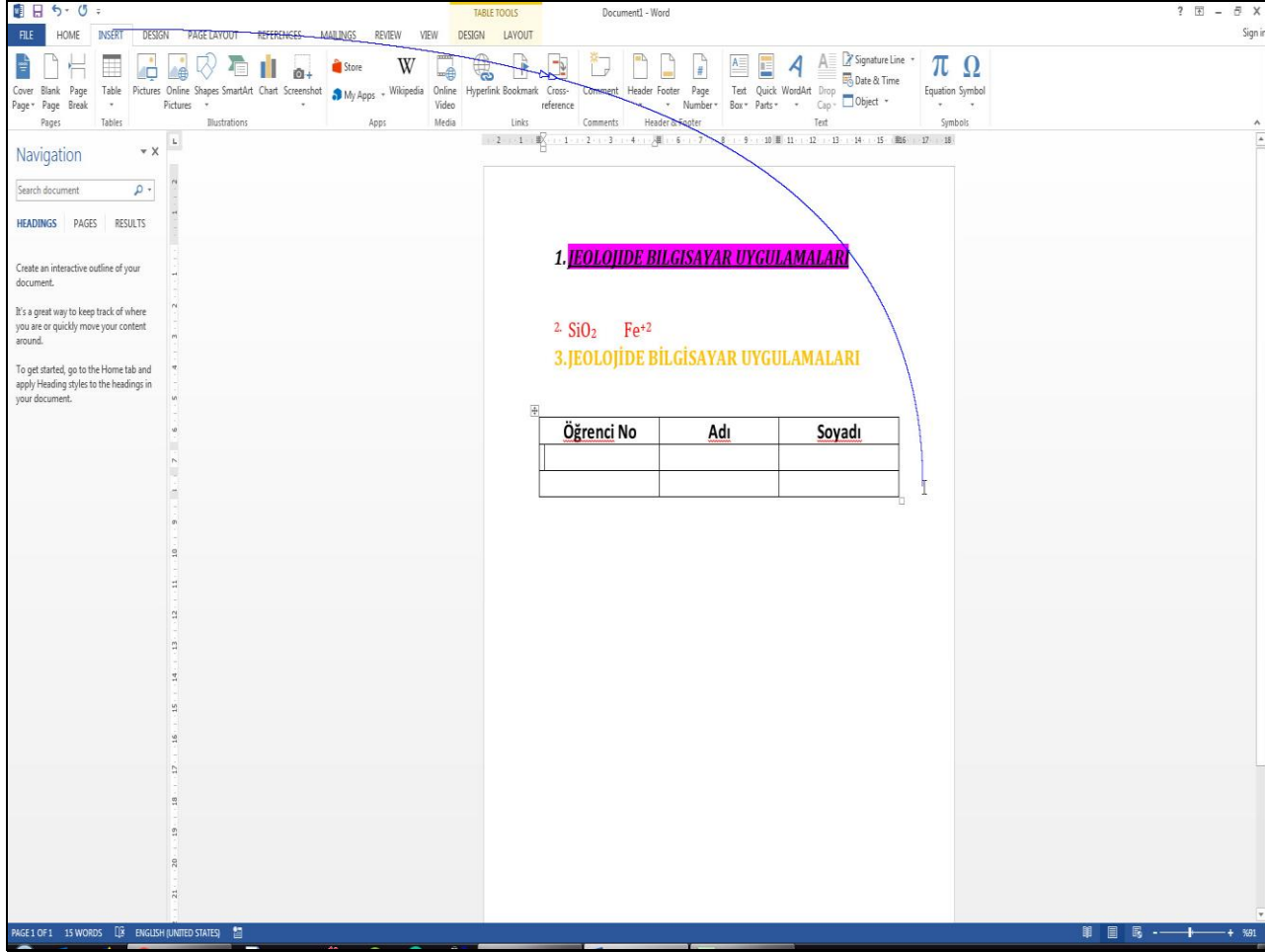
A blue arrow points from the 'Insert' tab in the ribbon to the table below the text.

## Text Captions

Select the **Insert** tab



## Slide 16 - Slide 16



The screenshot shows the Microsoft Word interface with the following content:

- 1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**
- 2.  $\text{SiO}_2$   $\text{Fe}^{+2}$
- 3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

Öğrenci No	Adı	Soyadı

The document is titled "Document1 - Word" and is on page 1 of 1. The status bar at the bottom indicates 15 words and English (United States) as the language.

## Text Captions

# Select Microsoft Word Document

## Slide 17 - Slide 17

The screenshot shows the Microsoft Word interface. The ribbon is set to 'TABLE TOOLS' with the 'DESIGN' tab selected. The document content includes:

- 1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI** (highlighted in pink)
- 2. SiO<sub>2</sub> Fe<sup>+2</sup>
- 3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI** (highlighted in yellow)

Below the text is a table with three columns: Öğrenci No, Adı, and Soyadı. The table has two empty rows below the header. A blue arrow points to the bottom-right corner of the table.

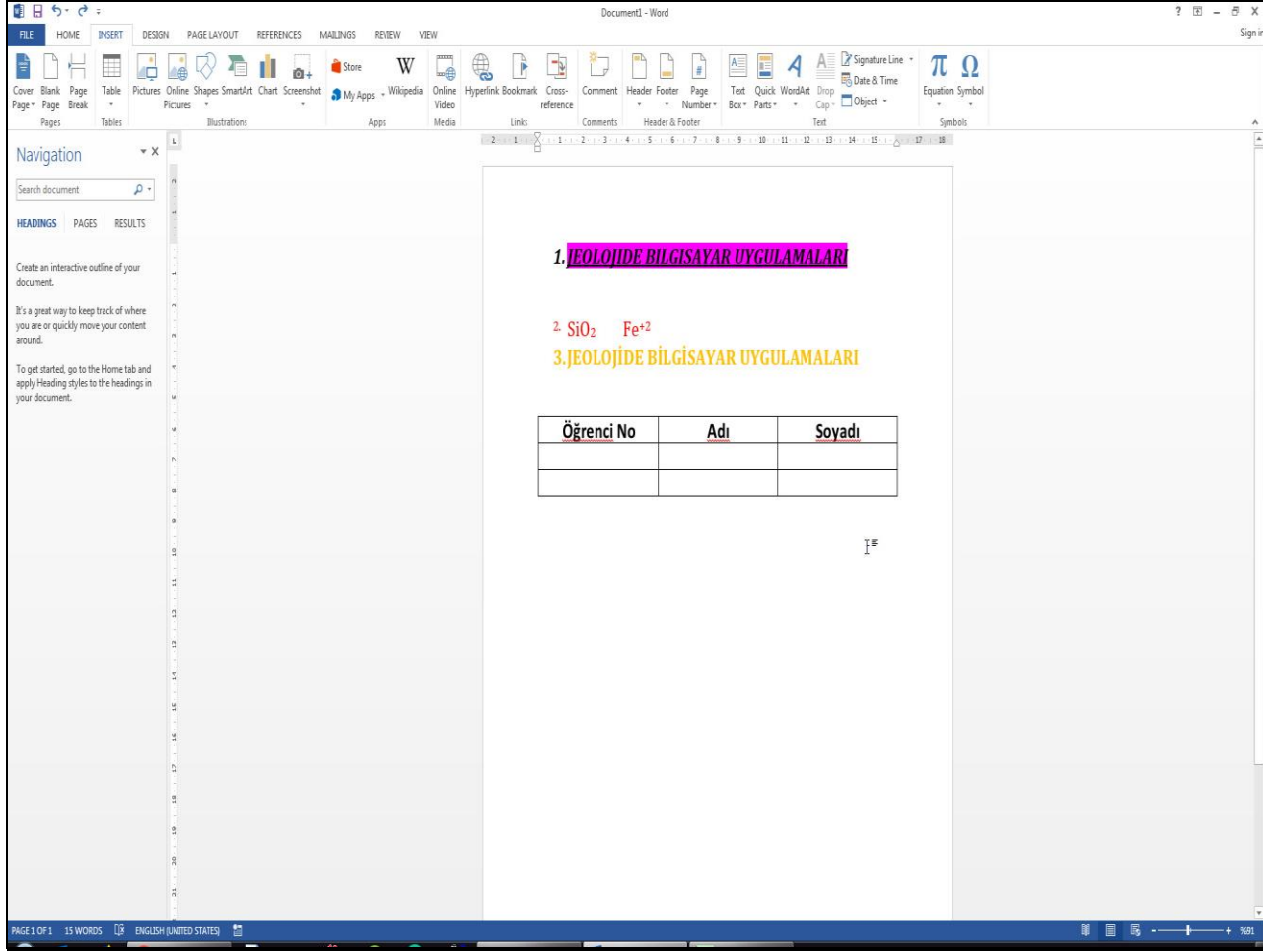
Öğrenci No	Adı	Soyadı

The status bar at the bottom indicates 'PAGE 1 OF 1', '15 WORDS', and 'ENGLISH (UNITED STATES)'.

## Text Captions

# Select Microsoft Word Document

## Slide 18 - Slide 18



The screenshot shows a Microsoft Word document titled "Document1 - Word". The ribbon is set to the "HOME" tab. The document content is as follows:

1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**
2. SiO<sub>2</sub> Fe<sup>+2</sup>
3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

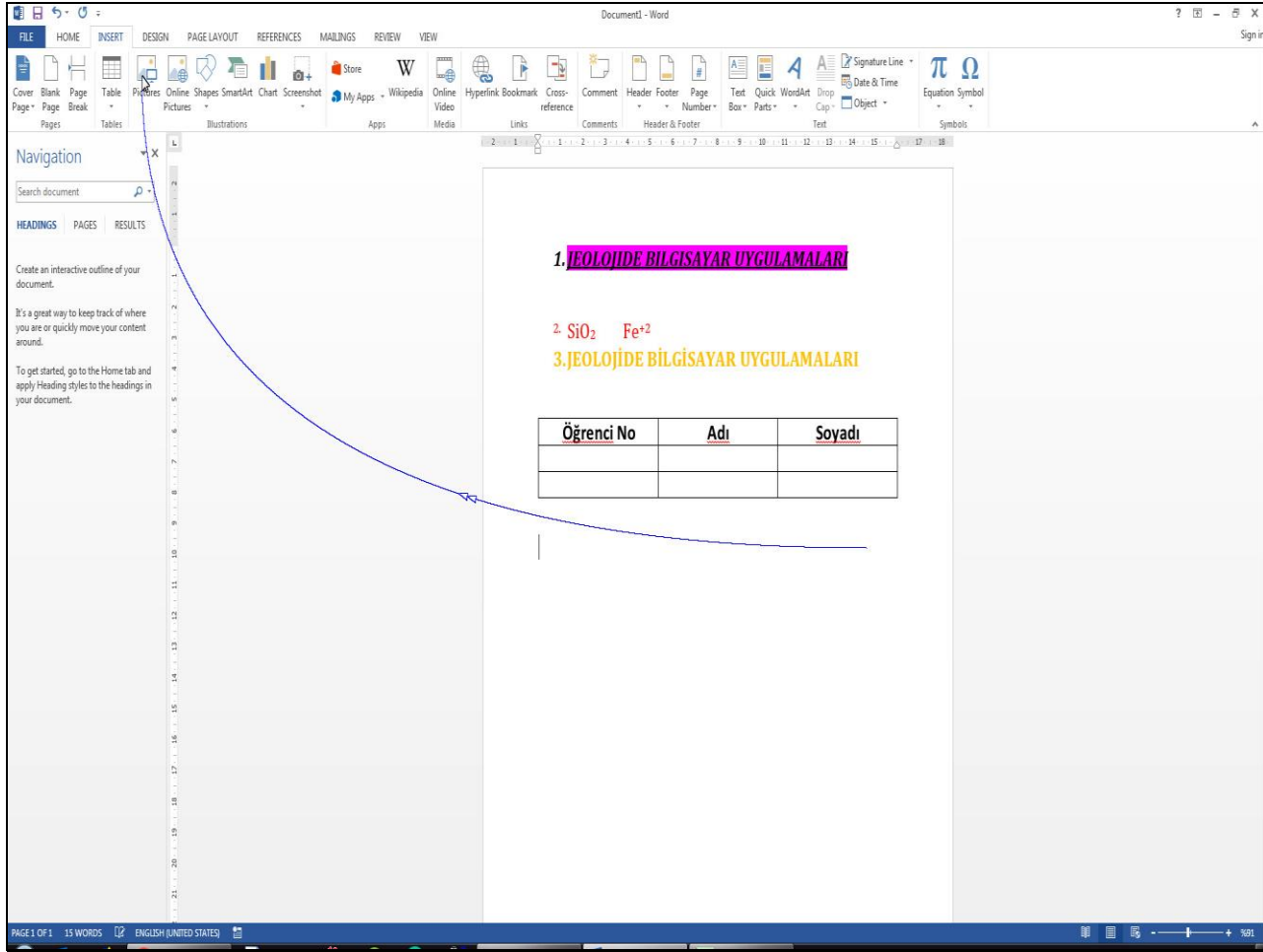
Öğrenci No	Adı	Soyadı

The status bar at the bottom indicates "PAGE 1 OF 1", "15 WORDS", and "ENGLISH (UNITED STATES)".

## Text Captions

Press **Enter** key

## Slide 19 - Slide 19



The screenshot shows the Microsoft Word interface. The ribbon is set to the 'INSERT' tab, and the 'Pictures' group is selected. A blue arrow points from the 'Pictures...' button in the ribbon to a table in the document. The document content includes:

1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**
2. SiO<sub>2</sub> Fe<sup>+2</sup>
3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

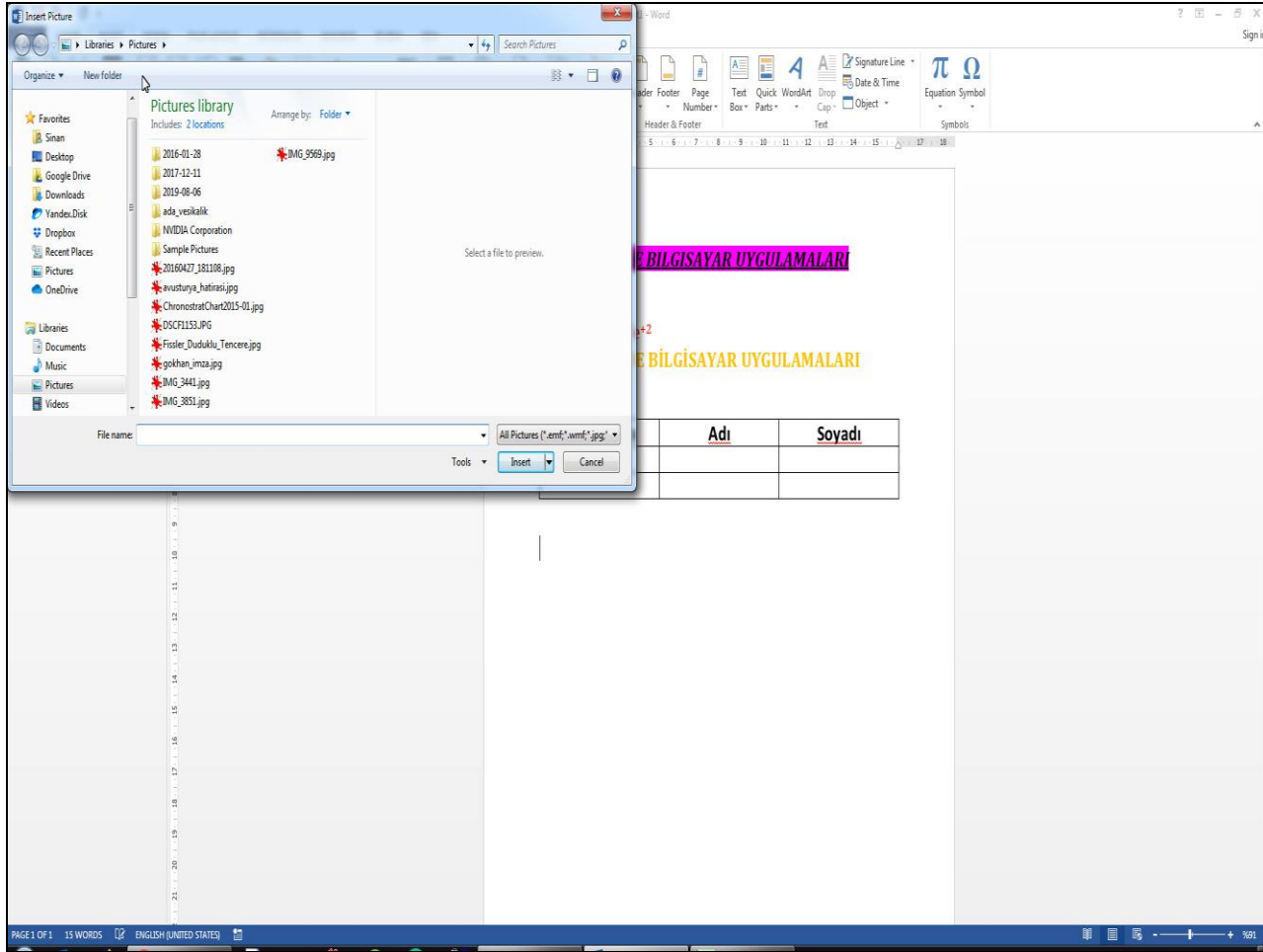
Öğrenci No	Adı	Soyadı

The status bar at the bottom indicates 'PAGE 1 OF 1', '15 WORDS', and 'ENGLISH (UNITED STATES)'.

## Text Captions

Click the **Pictures...** button

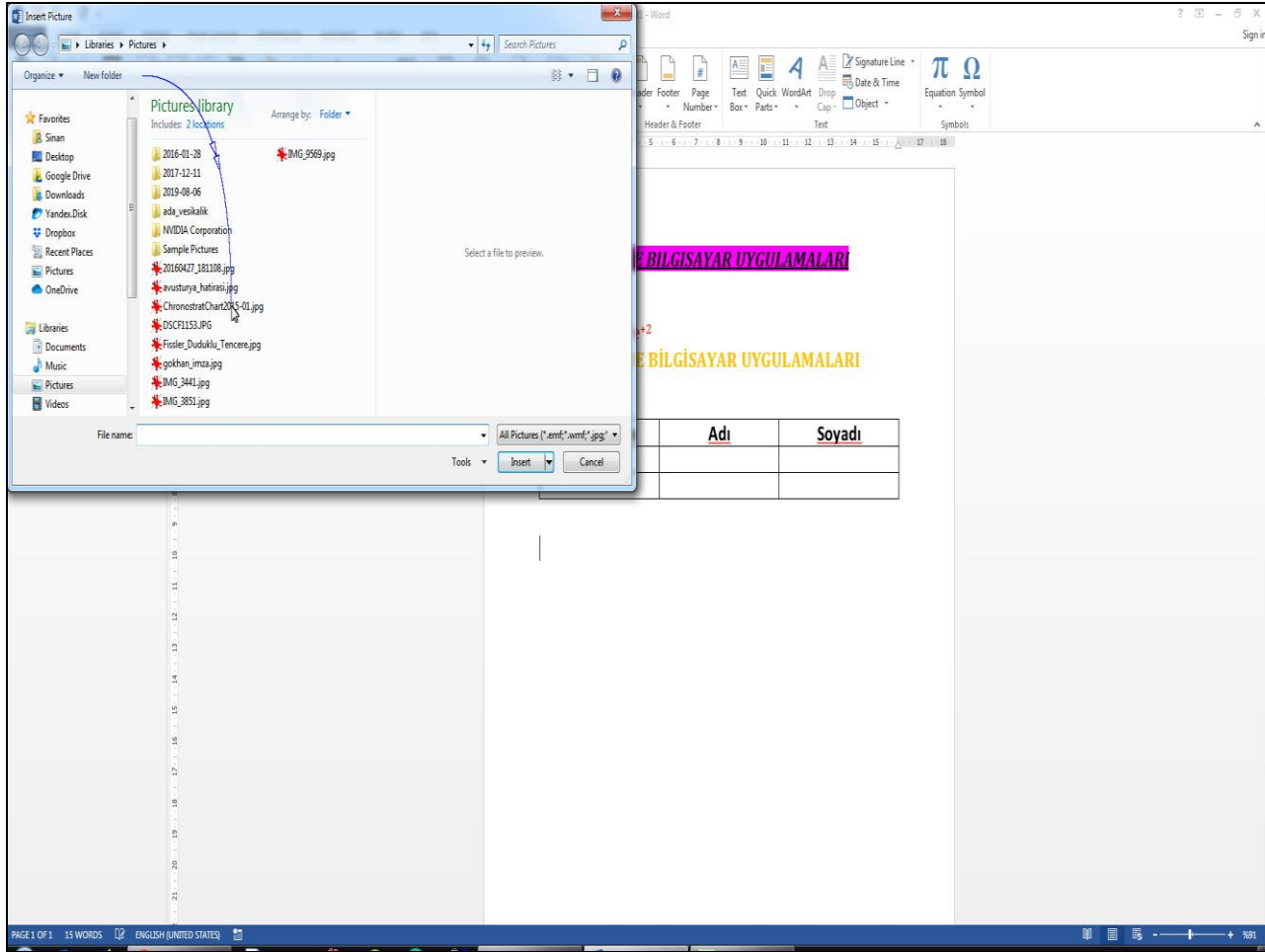
## Slide 20 - Slide 20



## Text Captions

The **Insert Picture** window opens

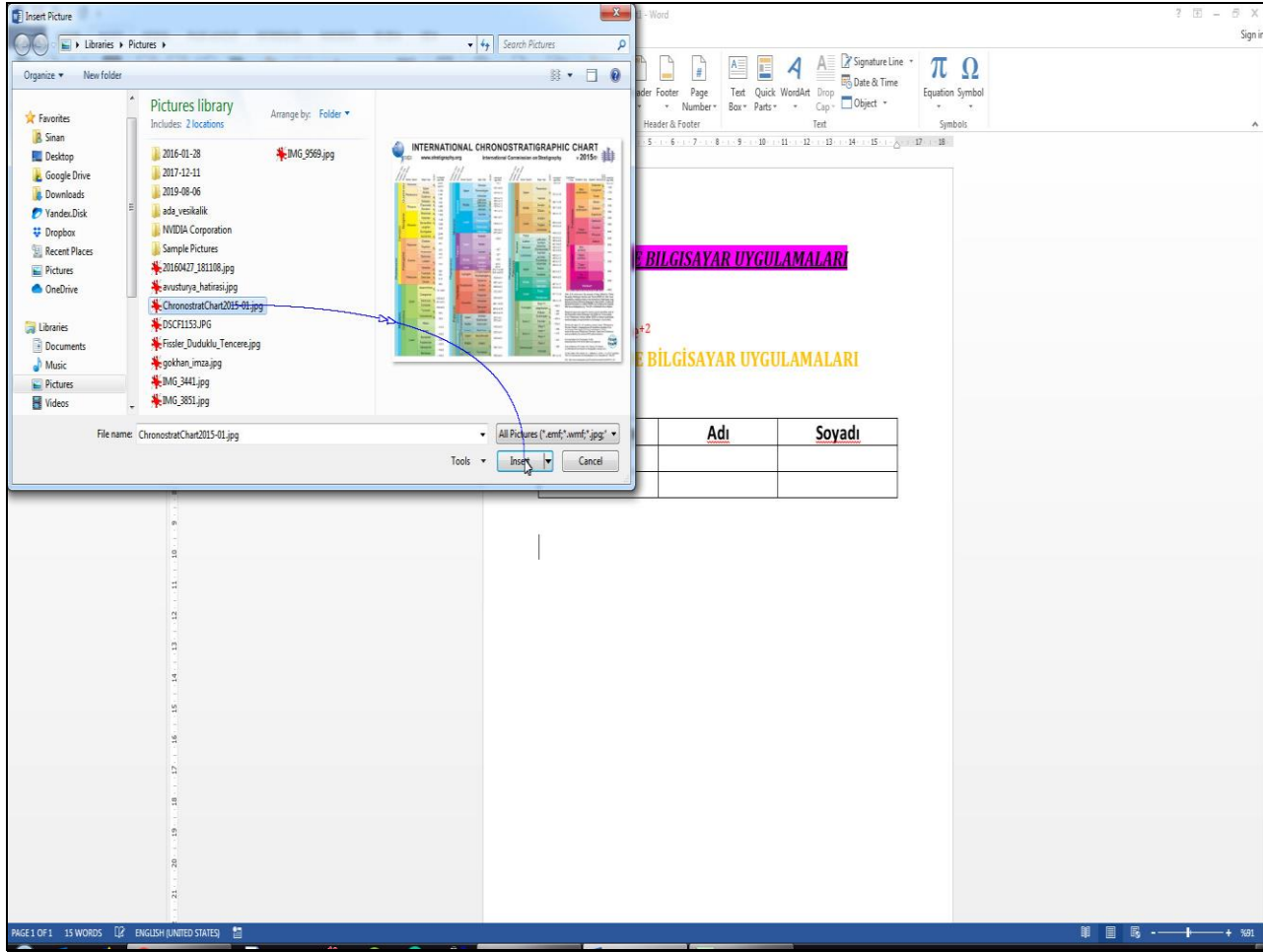
## Slide 21 - Slide 21



## Text Captions

Select the **Name** text box

Slide 22 - Slide 22



Text Captions

Select

## Slide 23 - Slide 23

The screenshot shows a Microsoft Word document titled "Document1 - Word". The ribbon is set to "PICTURE TOOLS" with the "FORMAT" tab selected. The document content includes:

- A list of items:
  1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**
  2.  $\text{SiO}_2$   $\text{Fe}^{+2}$
  3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**
- A table with three columns: "Öğrenci No", "Adı", and "Soyadı". The table is currently empty.
 

Öğrenci No	Adı	Soyadı
- An "INTERNATIONAL CHRONOSTRATIGRAPHIC CHART" showing geological time periods and their corresponding colors.

The status bar at the bottom indicates "PAGE 1 OF 1", "15 WORDS", and "TURKISH".

## Text Captions



## Slide 24 - Slide 24

Document1 - Word

FILE HOME INSERT DESIGN PAGE LAYOUT REFERENCES MAILINGS REVIEW VIEW FORMAT

Remove Background Corrections Color Artistic Effects Reset Picture Adjust

Picture Styles

Navigation

Search document

HEADINGS PAGES RESULTS

Create an interactive outline of your document.

It's a great way to keep track of where you are or quickly move your content around.

To get started, go to the Home tab and apply Heading styles to the headings in your document.

1. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

2. SiO<sub>2</sub> Fe<sup>+2</sup>

3. **JEOLJİDE BİLGİSAYAR UYGULAMALARI**

Öğrenci No	Adı	Soyadı

INTERNATIONAL CHRONOSTRATIGRAPHIC CHART

Page 1 of 1 15 WORDS TURKISH

## Text Captions

## Slide 25 - Slide 25

Document1 - Word

FILE HOME INSERT DESIGN PAGE LAYOUT REFERENCES MAILINGS REVIEW VIEW PICTURE TOOLS FORMAT

Remove Background Corrections Color Artistic Effects Reset Picture Adjust

Picture Styles

Navigation

Search document

HEADINGS PAGES RESULTS

Create an interactive outline of your document.

It's a great way to keep track of where you are or quickly move your content around.

To get started, go to the Home tab and apply Heading styles to the headings in your document.

1. **JEOLOJİDE BİLGİSAYAR UYGULAMALARI**

2.  $\text{SiO}_2$   $\text{Fe}^{+2}$

3. **JEOLOJİDE BİLGİSAYAR UYGULAMALARI**

Öğrenci No	Adı	Soyadı

INTERNATIONAL CHRONOSTRATIGRAPHIC CHART  
www.stratigraphy.org International Commission on Stratigraphy v 2015r1

PAGE 1 OF 1 15 WORDS TURKISH

## Text Captions

## Slide 26 - Slide 26

Document1 - Word

FILE HOME INSERT DESIGN PAGE LAYOUT REFERENCES MAILINGS REVIEW VIEW FORMAT

Remove Background Corrections Color Artistic Effects Reset Picture Adjust

Picture Styles

Picture Border Picture Effects Picture Layout

Position Wrap Text Selection Pane Rotate

Bring Forward Send Backward Group

Align Crop Width: 15.94 cm Height: 11.27 cm

Navigation

Search document

HEADINGS PAGES RESULTS

Create an interactive outline of your document.

It's a great way to keep track of where you are or quickly move your content around.

To get started, go to the Home tab and apply Heading styles to the headings in your document.

3. JEOLOJİDE BİLGİSAYAR UYGULAMALARI

Öğrenci No	Adı	Soyadı

INTERNATIONAL CHRONOSTRATIGRAPHIC CHART  
www.stratigraphy.org International Commission on Stratigraphy 2015

Page 1 of 1 15 WORDS TURKISH

## Text Captions

## Slide 27 - Slide 27

The screenshot shows a Microsoft Word document with the following content:

**3. JEOLÖJİDE BİLGİSAYAR UYGULAMALARI**

Öğrenci No	Adı	Soyadı

**INTERNATIONAL CHRONOSTRATIGRAPHIC CHART 2015**  
www.stratigraphy.org International Commission on Stratigraphy

The chart is a complex geological time scale chart showing various geological periods and their durations in millions of years. It is color-coded and includes a legend for the different periods.

## Text Captions

Select **Microsoft Word Document**

Slide 28 - Slide 28

The screenshot shows a Microsoft Word document titled "Document1 - Word". The ribbon is set to the "HOME" tab, with the "Styles" group active. The document content includes:

- A title "3. JEOLJİDE BİLGİSAYAR UYGULAMALARI" in a large, bold, yellow font.
- A table with three columns: "Öğrenci No", "Adı", and "Soyadı". The table is currently empty.
- An "INTERNATIONAL CHRONOSTRATIGRAPHIC CHART" from 2015, showing geological time scales and their corresponding dates.

The status bar at the bottom indicates "PAGE 1 OF 1", "15 WORDS", and "ENGLISH (UNITED STATES)".

Text Captions

Press **Enter** key

## Slide 29 - Slide 29

The screenshot shows the Microsoft Word 2019 interface. The 'INSERT' tab is selected in the ribbon. The document content is as follows:

### 3. JEOLJİDE BİLGİSAYAR UYGULAMALARI

Öğrenci No	Adı	Soyadı

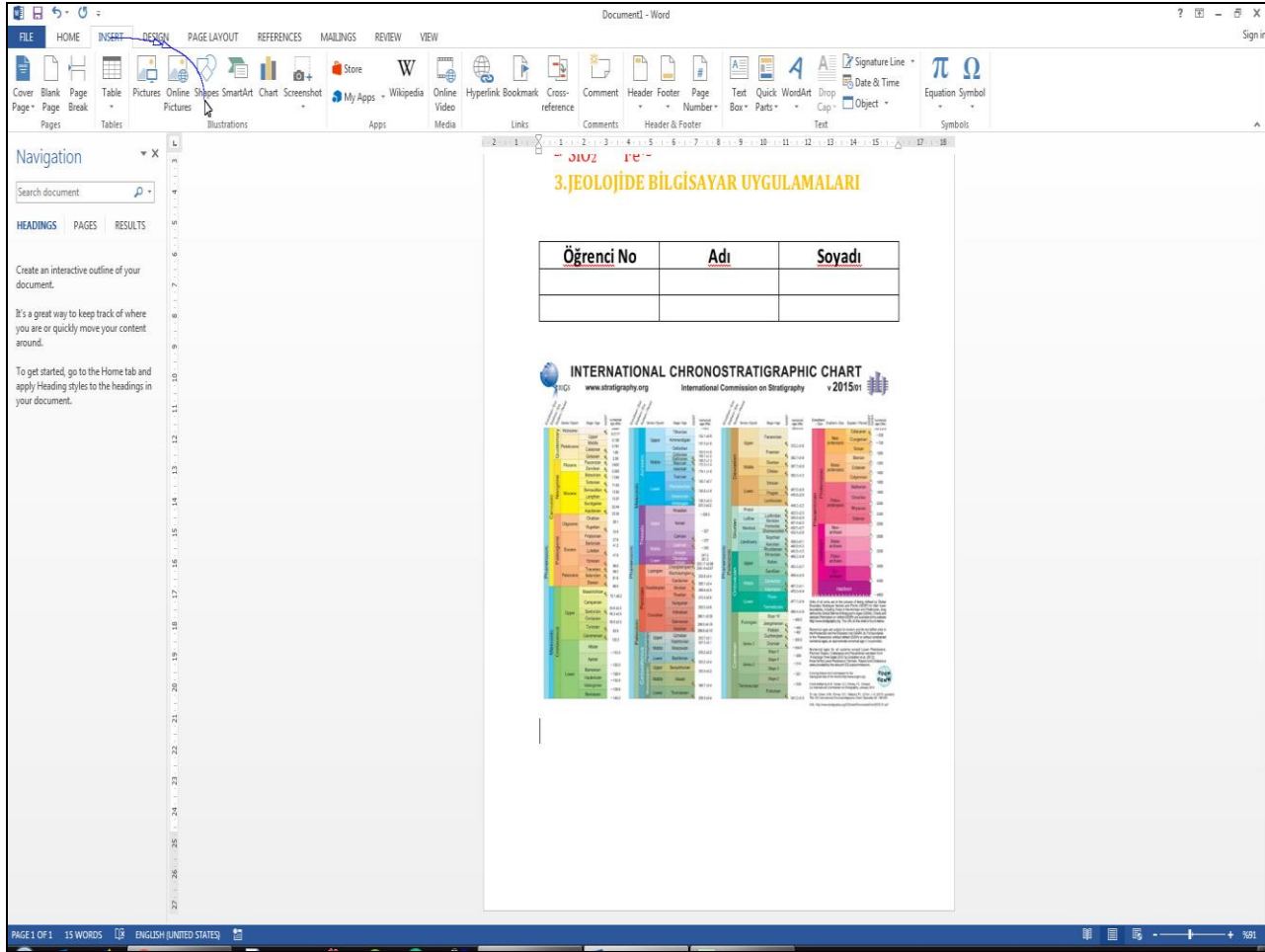
**INTERNATIONAL CHRONOSTRATIGRAPHIC CHART**  
www.stratigraphy.org International Commission on Stratigraphy 2015

The chart is a complex geological time scale chart showing various geological periods and their durations in millions of years. It is color-coded and includes a legend for the different periods.

## Text Captions

Select the **Insert** tab

Slide 30 - Slide 30



Text Captions

# Select Shapes

## Slide 31 - Slide 31

The screenshot shows a Microsoft Word document with the following content:

**3. JEOLOJİDE BİLGİSAYAR UYGULAMALARI**

Öğrenci No	Adı	Soyadı

**INTERNATIONAL CHRONOSTRATIGRAPHIC CHART**  
www.stratigraphy.org International Commission on Stratigraphy 2015

The 'SHAPES' ribbon is active, and the 'Rectangles' category is expanded in the 'Recently Used Shapes' task pane.

## Text Captions

Select the **Rectangle** item



Slide 32 - Slide 32

The screenshot shows a Microsoft Word document titled "Document1 - Word". The ribbon includes FILE, HOME, INSERT, DESIGN, PAGE LAYOUT, REFERENCES, MAILINGS, REVIEW, and VIEW. The main content area contains the following elements:

- Title:** "3. JEOLOJİDE BİLGİSAYAR UYGULAMALARI" in yellow text.
- Table:** A table with three columns: "Öğrenci No", "Adı", and "Soyadı".
- Chart:** An "INTERNATIONAL CHRONOSTRATIGRAPHIC CHART" from 2015, published by the International Commission on Stratigraphy (ICS). It shows geological time scales from the Precambrian to the Quaternary.

A blue curved arrow points from the "Navigation" pane on the left to the top of the chart. The "Navigation" pane includes a search bar and sections for HEADINGS, PAGES, and RESULTS. The status bar at the bottom indicates "Click and drag to insert an AutoShape." and shows a zoom level of 100%.

Text Captions

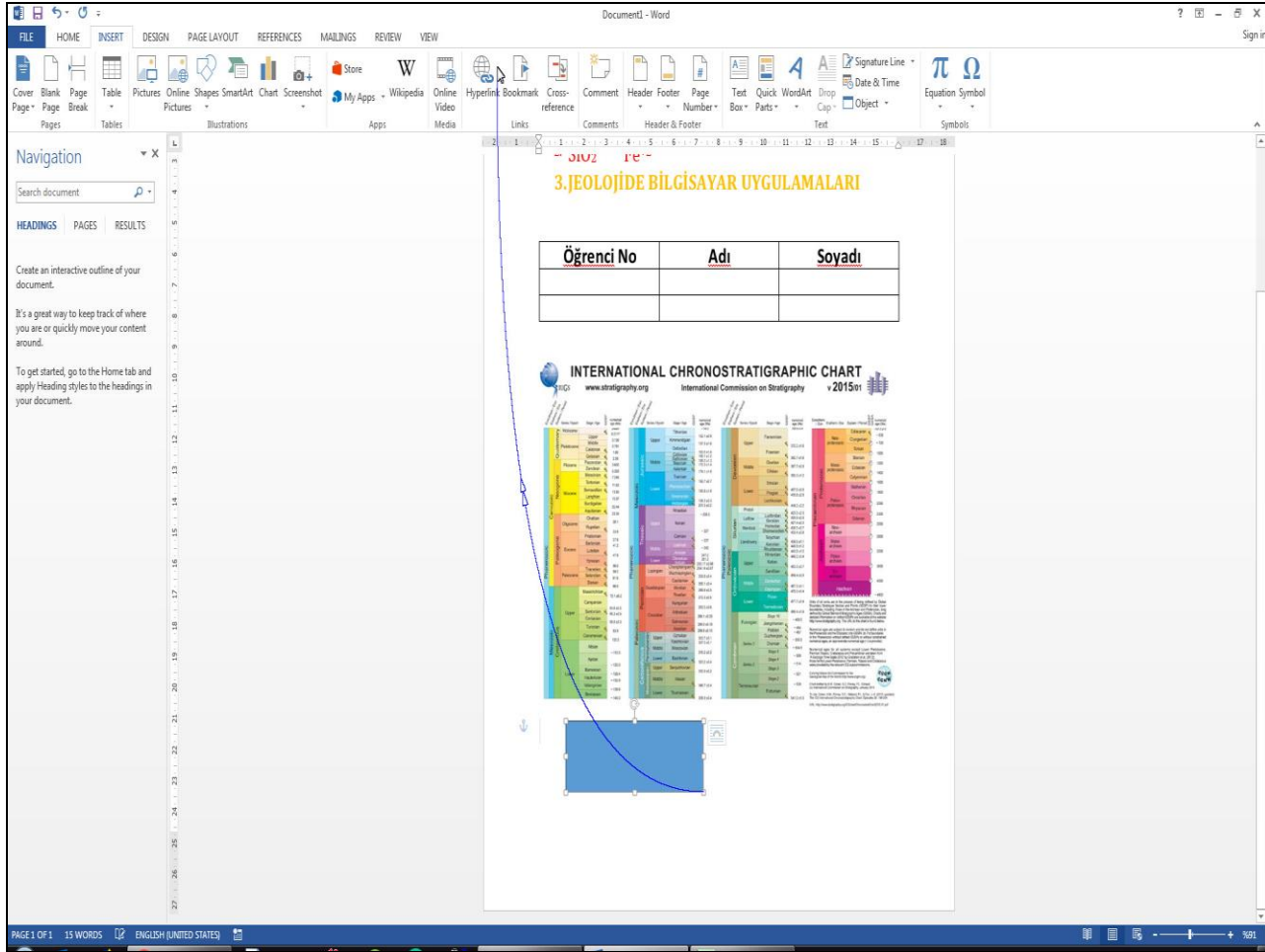
Slide 33 - Slide 33

The screenshot shows a Microsoft Word document titled "Document1 - Word". The ribbon includes FILE, HOME, INSERT, DESIGN, PAGE LAYOUT, REFERENCES, MAILINGS, REVIEW, and VIEW. The main content area contains the following elements:

- Title:** "3. JEOLÖJİDE BİLGİSAYAR UYGULAMALARI" in yellow text.
- Table:** A table with three columns: "Öğrenci No", "Adı", and "Soyadı". It has two empty rows below the header.
- Chart:** "INTERNATIONAL CHRONOSTRATIGRAPHIC CHART" by the International Commission on Stratigraphy, 2015. It is a complex geological chart with multiple columns of stratigraphic units and their corresponding dates.
- Text:** A plus sign (+) is located below the chart.

Text Captions

Slide 34 - Slide 34



Text Captions

# Select Shape Fill

## Slide 35 - Slide 35

The screenshot shows a Microsoft Word document titled "Document1 - Word" in the "DRAWING TOOLS" context menu. The ribbon includes "FILE", "HOME", "INSERT", "DESIGN", "PAGE LAYOUT", "REFERENCES", "MAILINGS", "REVIEW", and "VIEW". The "FORMAT" tab is active, showing options for "Text Fill", "Text Outline", "Text Effects", "Text Direction", "Text Alignment", "Text Position", "Text Wrapping", "Text Arranging", "Text Selection", and "Text Rotation". The "Shape Fill" dropdown menu is open, showing "Theme Colors" and "Standard Colors" options. The slide content includes the text "JEOLOJİDE BİLGİSAYAR UYGULAMALARI" in yellow, a table with three columns: "Öğrenci No", "Adı", and "Soyadı", and a large "INTERNATIONAL CHRONOSTRATIGRAPHIC CHART" from 2015.

Öğrenci No	Adı	Soyadı

INTERNATIONAL CHRONOSTRATIGRAPHIC CHART  
www.stratigraphy.org International Commission on Stratigraphy 2015

## Text Captions

Select the **Black, Text 1** item

## Slide 36 - Slide 36

The screenshot shows a Microsoft Word document titled "Document1 - Word" in the "DRAWING TOOLS" context menu. The ribbon includes "FILE", "HOME", "INSERT", "DESIGN", "PAGE LAYOUT", "REFERENCES", "MAILINGS", "REVIEW", and "VIEW". The "FORMAT" tab is active, showing options for "Shape Fill", "Shape Outline", and "Shape Effects". The "Shape Outline" dropdown is open, highlighting the "Shape Outline" option. The main content area displays a slide with the following elements:

**3. JEOLJİDE BİLGİSAYAR UYGULAMALARI**

<u>Öğrenci No</u>	<u>Adı</u>	<u>Soyadı</u>

**INTERNATIONAL CHRONOSTRATIGRAPHIC CHART**  
www.stratigraphy.org International Commission on Stratigraphy 2015

The chart is a complex geological time scale with columns for different geological periods and their corresponding dates. A black rectangular shape is positioned below the chart, and a mouse cursor is hovering over it.

Navigation pane on the left shows "HEADINGS", "PAGES", and "RESULTS". The status bar at the bottom indicates "PAGE 1 OF 1", "15 WORDS", and "TURKISH".

## Text Captions

# Select Shape Outline



## Slide 38 - Slide 38

The screenshot shows a Microsoft Word document titled "Document1 - Word" in the "DRAWING TOOLS" context menu. The ribbon includes "FILE", "HOME", "INSERT", "DESIGN", "PAGE LAYOUT", "REFERENCES", "MAILINGS", "REVIEW", and "VIEW". The "FORMAT" tab is active, showing options for "Shape Fill", "Shape Outline", and "Shape Effects". The "Shape Outline" dropdown is open, showing "A A A" and "Text Effects". The "Text" group includes "Text Direction", "Align Text", "Create Link", "Position Text", "Wrap Text", "Bring Forward", "Send Backward", "Selection Pane", and "Rotate". The "Size" group shows "Height: 2.28 cm" and "Width: 6.1 cm".

The slide content includes:

- Section title: **3. JEOLJİDE BİLGİSAYAR UYGULAMALARI**
- Table with columns: **Öğrenci No**, **Adı**, **Soyadı**
- Chart: **INTERNATIONAL CHRONOSTRATIGRAPHIC CHART** (International Commission on Stratigraphy - 2015) showing geological time scales.
- A black rectangular shape at the bottom of the slide.

The status bar at the bottom indicates "PAGE 1 OF 1", "15 WORDS", and "TURKISH".

## Text Captions

# Select Shape Outline

Slide 39 - Slide 39

The screenshot shows a Microsoft Word document titled "Document1 - Word" in the "DRAWING TOOLS" context menu. The ribbon includes "FILE", "HOME", "INSERT", "DESIGN", "PAGE LAYOUT", "REFERENCES", "MAILINGS", "REVIEW", and "VIEW". The "FORMAT" tab is active, showing options for "Shape Fill", "Shape Outline", "Text Fill", "Text Outline", "Text Effects", "Text Direction", "Align", "Create Link", "Position", "Wrap", "Bring", "Send", "Selection Pane", and "Rotate". The "Shape Outline" dropdown menu is open, showing "Theme Colors", "Standard Colors", "No Outline", "More Outline Colors...", "Weight", "Dashes", and "Arrows".

The slide content includes the following text and elements:

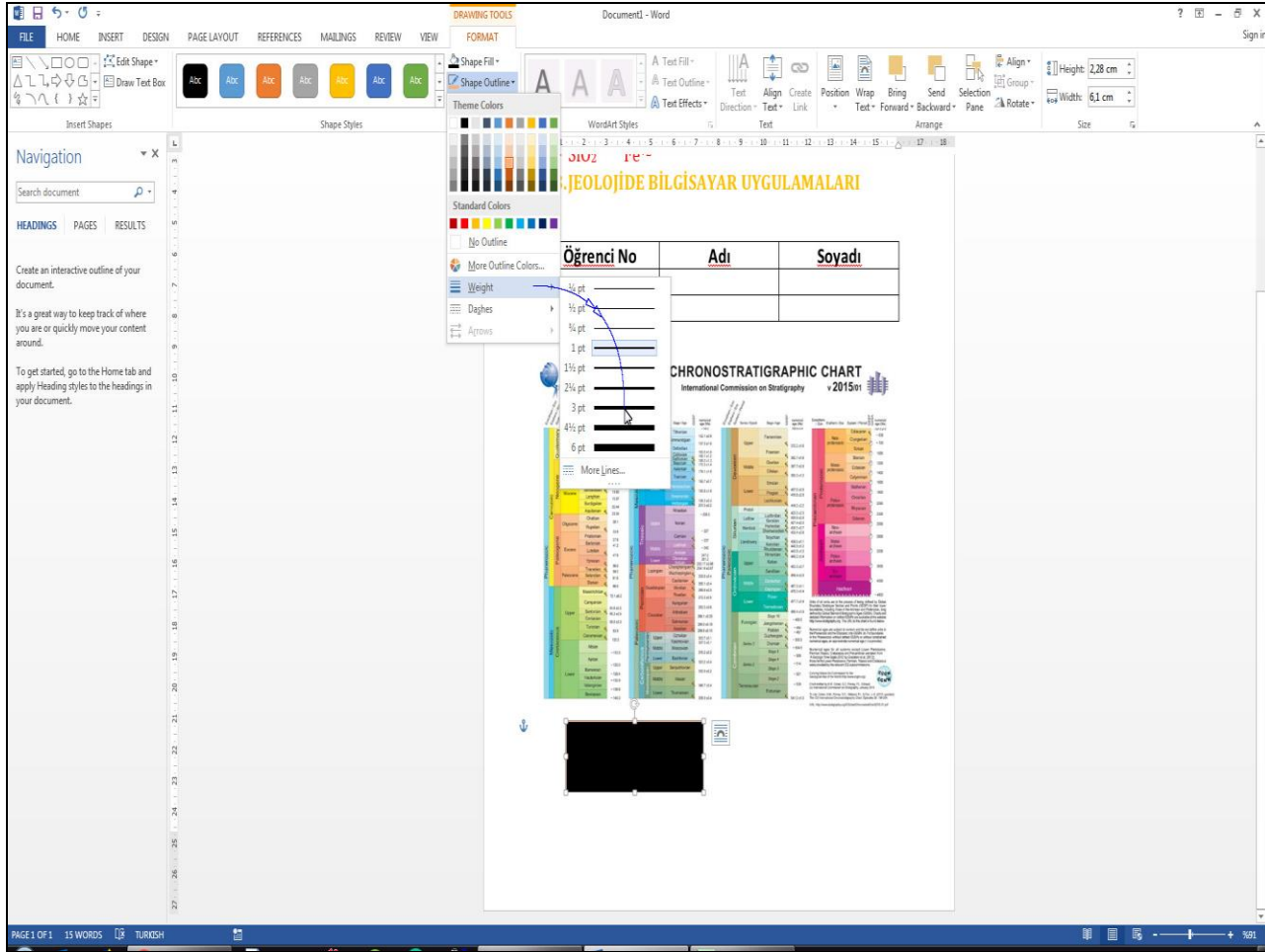
- WordArt text: **GEOTEKNOLOJİDE BİLGİSAYAR UYGULAMALARI**
- Table with 3 columns: **Öğrenci No**, **Adı**, **Soyadı**
- Chart: **INTERNATIONAL CHRONOSTRATIGRAPHIC CHART** (International Commission on Stratigraphy - 2015) showing geological time scales.
- A black rectangular box at the bottom of the slide.

The status bar at the bottom indicates "PAGE 1 OF 1", "15 WORDS", and "TURKISH".

Text Captions



## Slide 40 - Slide 40



The screenshot shows the Microsoft Word interface with the DRAWING TOOLS ribbon active. The 'Shape Outline' dropdown menu is open, displaying various line weights. A blue arrow points to the '3 pt' option. The slide content includes a title '.JEOLOJİDE BİLGİSAYAR UYGULAMALARI', a table with columns 'Öğrenci No', 'Adı', and 'Soyadı', and a 'CHRONOSTRATIGRAPHIC CHART' by the International Commission on Stratigraphy (2015).

Öğrenci No	Adı	Soyadı

CHRONOSTRATIGRAPHIC CHART  
International Commission on Stratigraphy • 2015

## Text Captions

Select the **3 pt** item

## Slide 41 - Slide 41

Document1 - Word

3. JEOLJİDE BİLGİSAYAR UYGULAMALARI

Öğrenci No	Adı	Soyadı

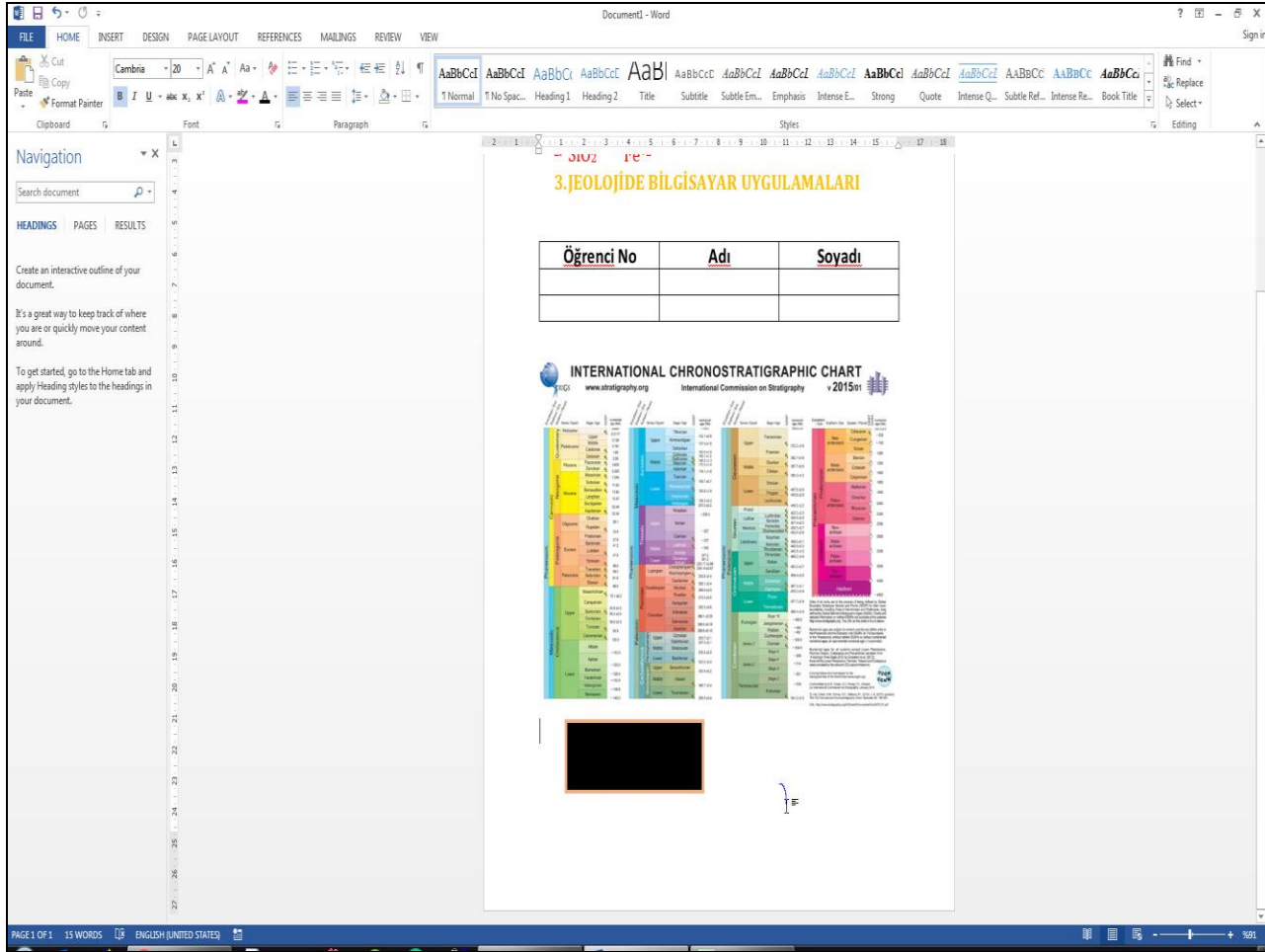
INTERNATIONAL CHRONOSTRATIGRAPHIC CHART  
www.stratigraphy.org International Commission on Stratigraphy 2015

Page 1 of 1 15 WORDS TURKISH

## Text Captions

# Select Microsoft Word Document

Slide 42 - Slide 42



Text Captions

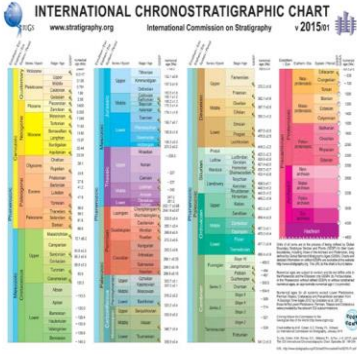
Select **Microsoft Word Document**


Slide 43 - Slide 43

The screenshot shows a Microsoft Word document titled "Document1 - Word". The ribbon includes FILE, HOME, INSERT, DESIGN, PAGE LAYOUT, REFERENCES, MAILINGS, REVIEW, and VIEW. The font is Cambria, size 20. The document content is as follows:

**3. JEOLJİDE BİLGİSAYAR UYGULAMALARI**

<u>Öğrenci No</u>	<u>Adı</u>	<u>Soyadı</u>

  
INTERNATIONAL CHRONOSTRATIGRAPHIC CHART  
www.stratigraphy.org International Commission on Stratigraphy 2015

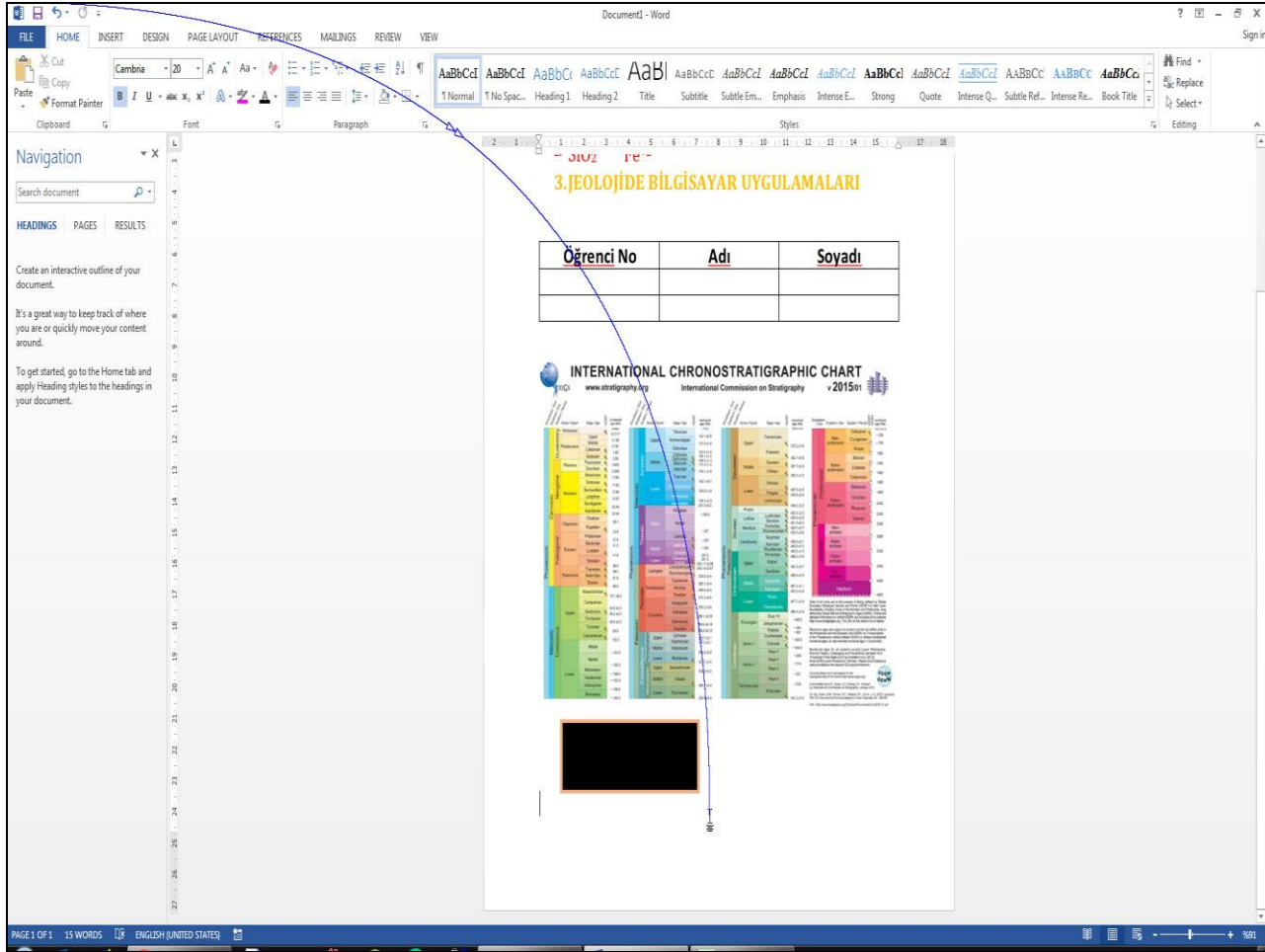


I

Navigation pane on the left shows "HEADINGS", "PAGES", and "RESULTS". The status bar at the bottom indicates "PAGE 1 OF 1", "15 WORDS", and "ENGLISH (UNITED STATES)".

Text Captions

Slide 44 - Slide 44



Text Captions

Press **Enter** key

Slide 45 - Slide 45

Document1 - Word

FILE HOME INSERT DESIGN PAGE LAYOUT REFERENCES MAILINGS REVIEW VIEW

Cambria 20 A A A Font Paragraph Styles Editing

Navigation

Search document

HEADINGS PAGES RESULTS

Create an interactive outline of your document.

It's a great way to keep track of where you are or quickly move your content around.

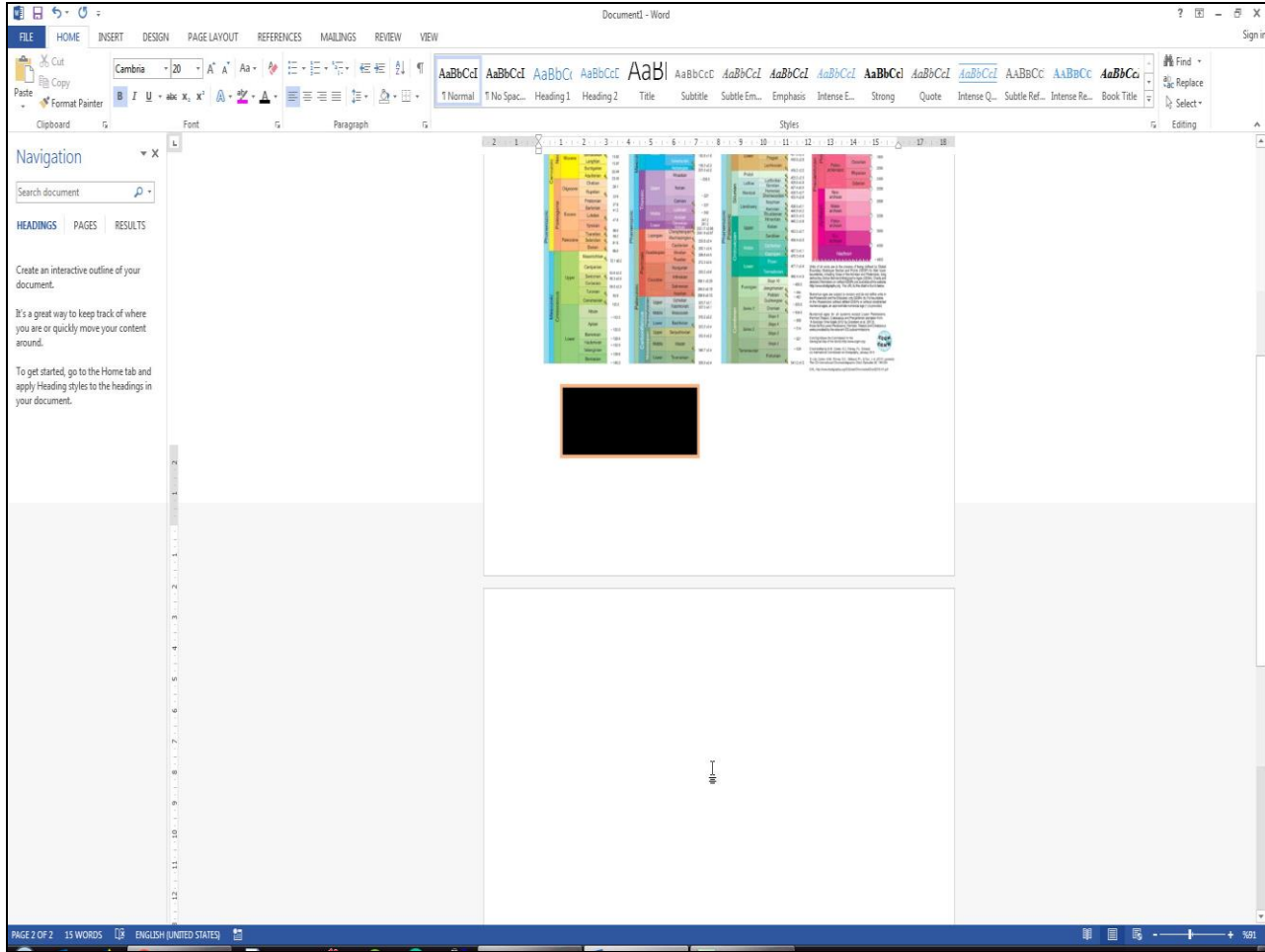
To get started, go to the Home tab and apply Heading styles to the headings in your document.

**INTERNATIONAL CHRONOSTRATIGRAPHIC CHART**  
www.stratigraphy.org International Commission on Stratigraphy v2015

Page 2 of 2 15 WORDS ENGLISH (UNITED STATES)

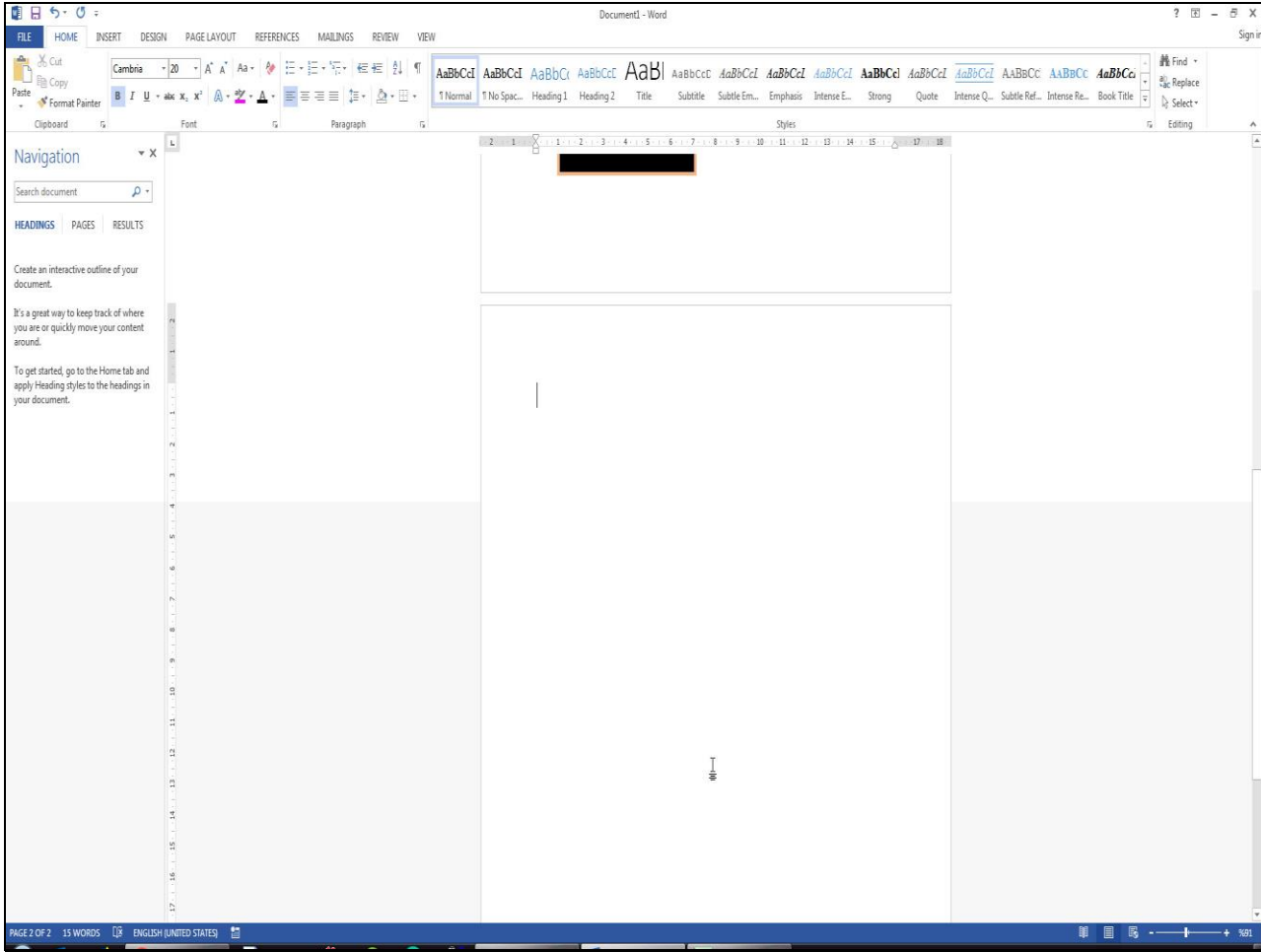
Text Captions

Slide 46 - Slide 46



Text Captions

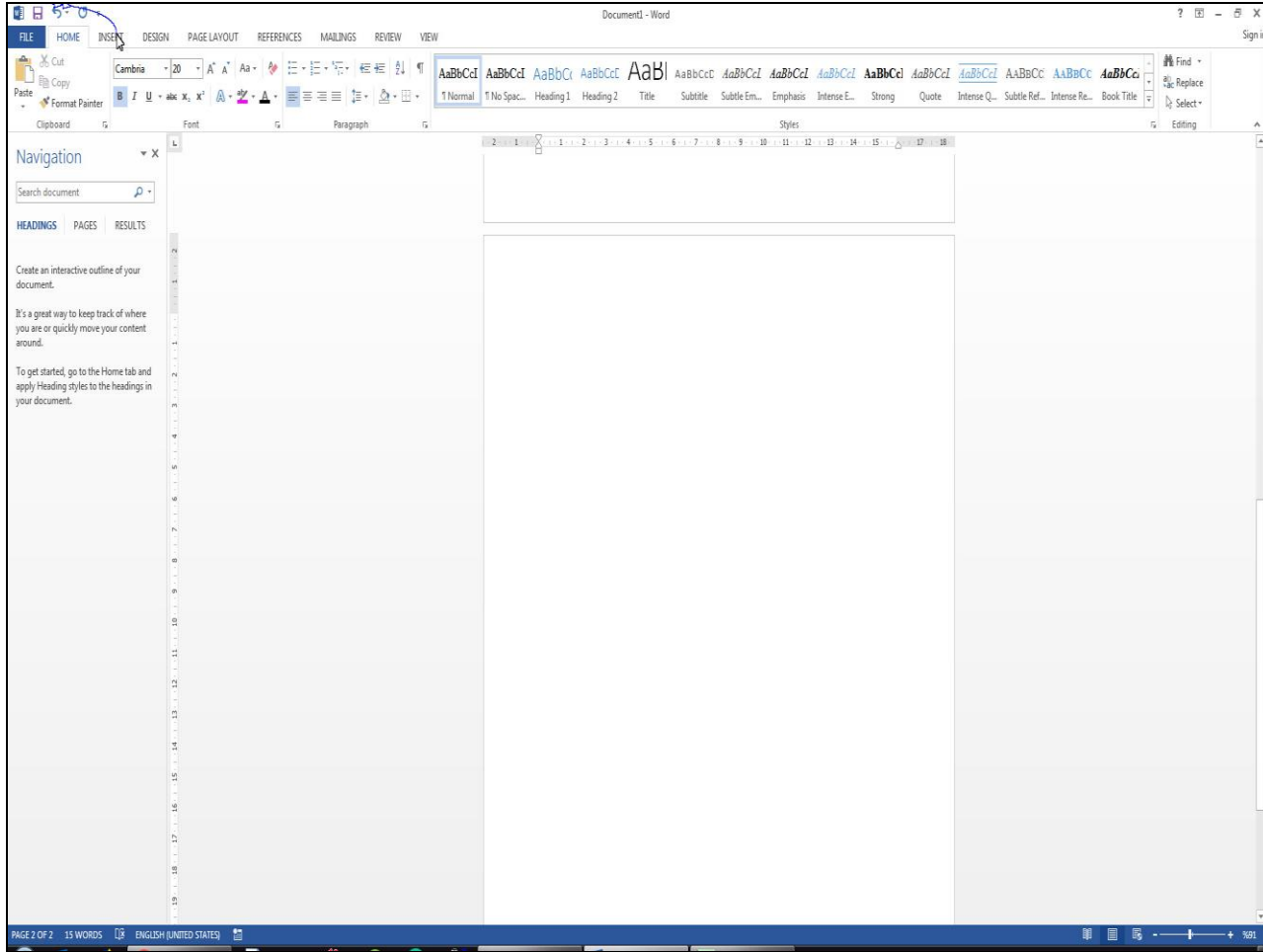
Slide 47 - Slide 47



Text Captions



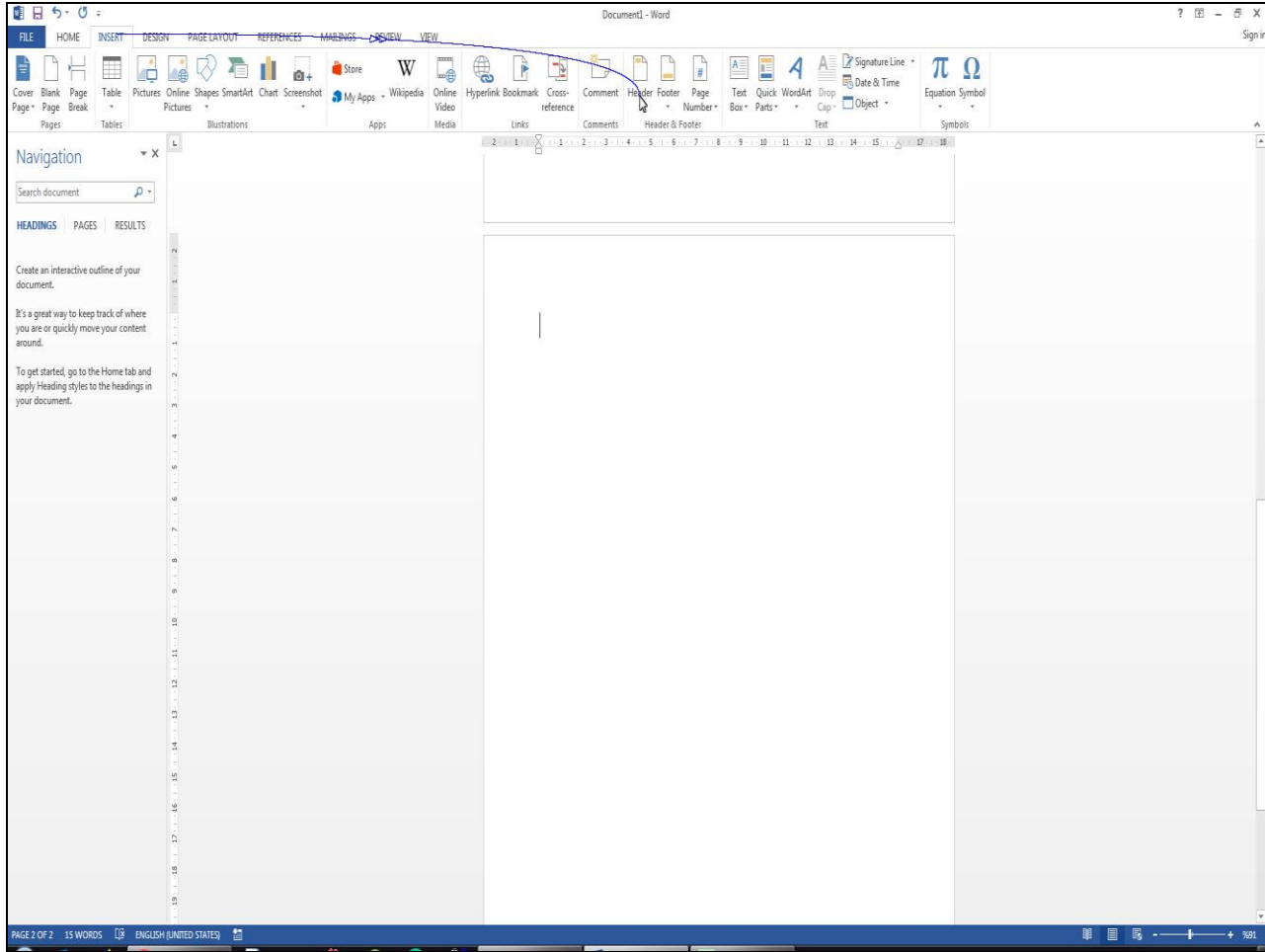
## Slide 48 - Slide 48



## Text Captions

Select the **Insert** tab

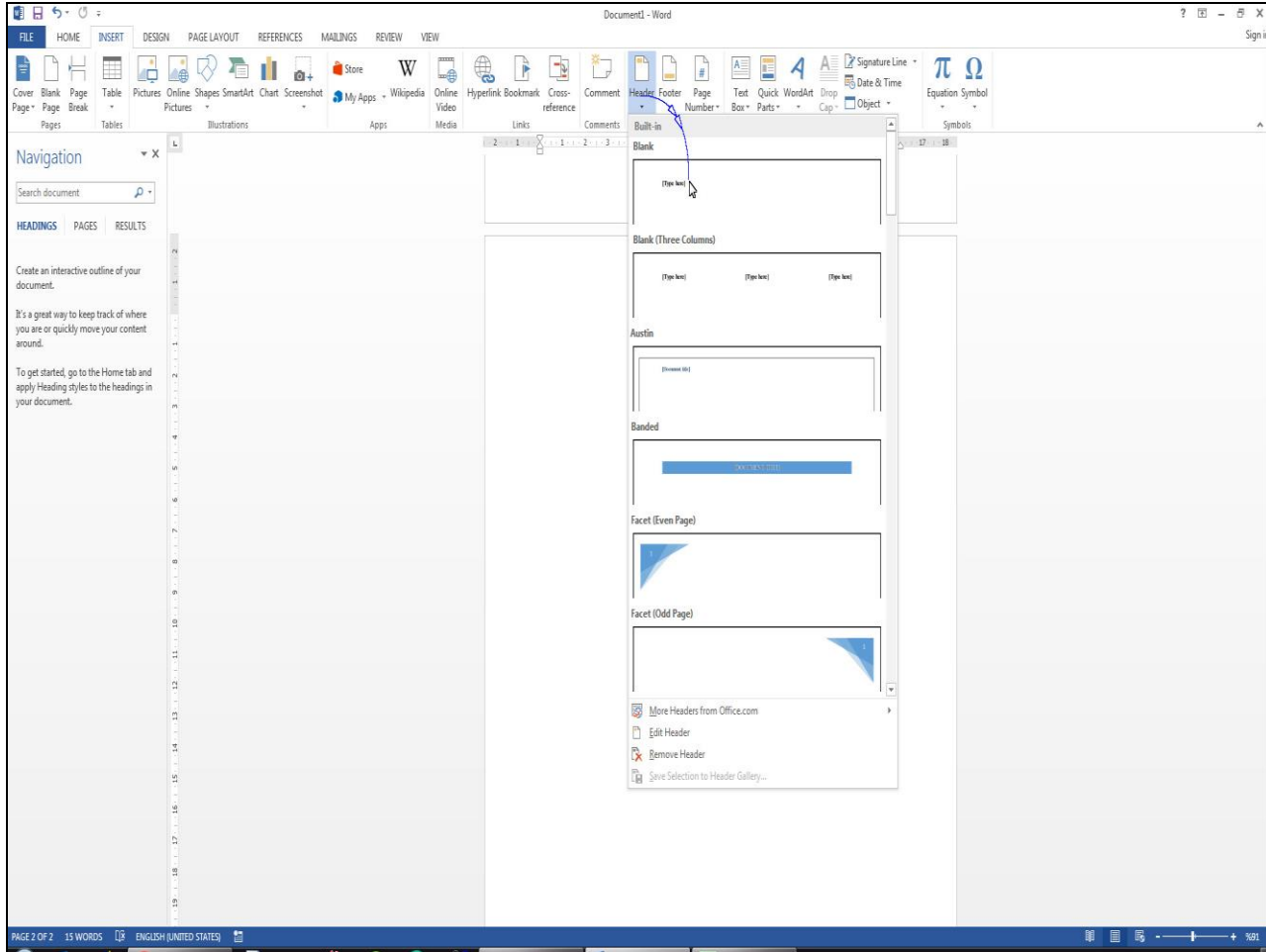
Slide 49 - Slide 49



Text Captions

Select **Header**

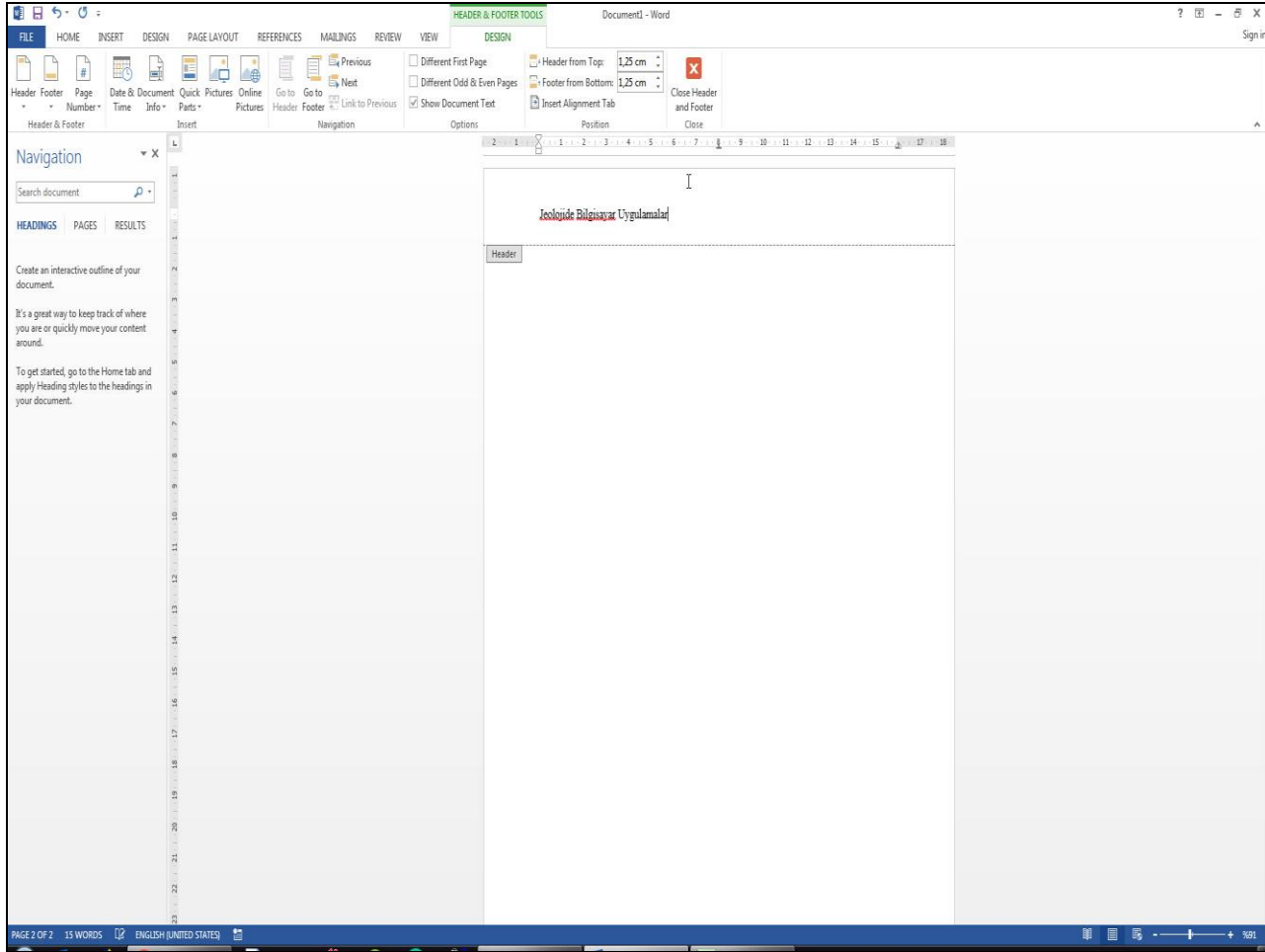
## Slide 50 - Slide 50



## Text Captions

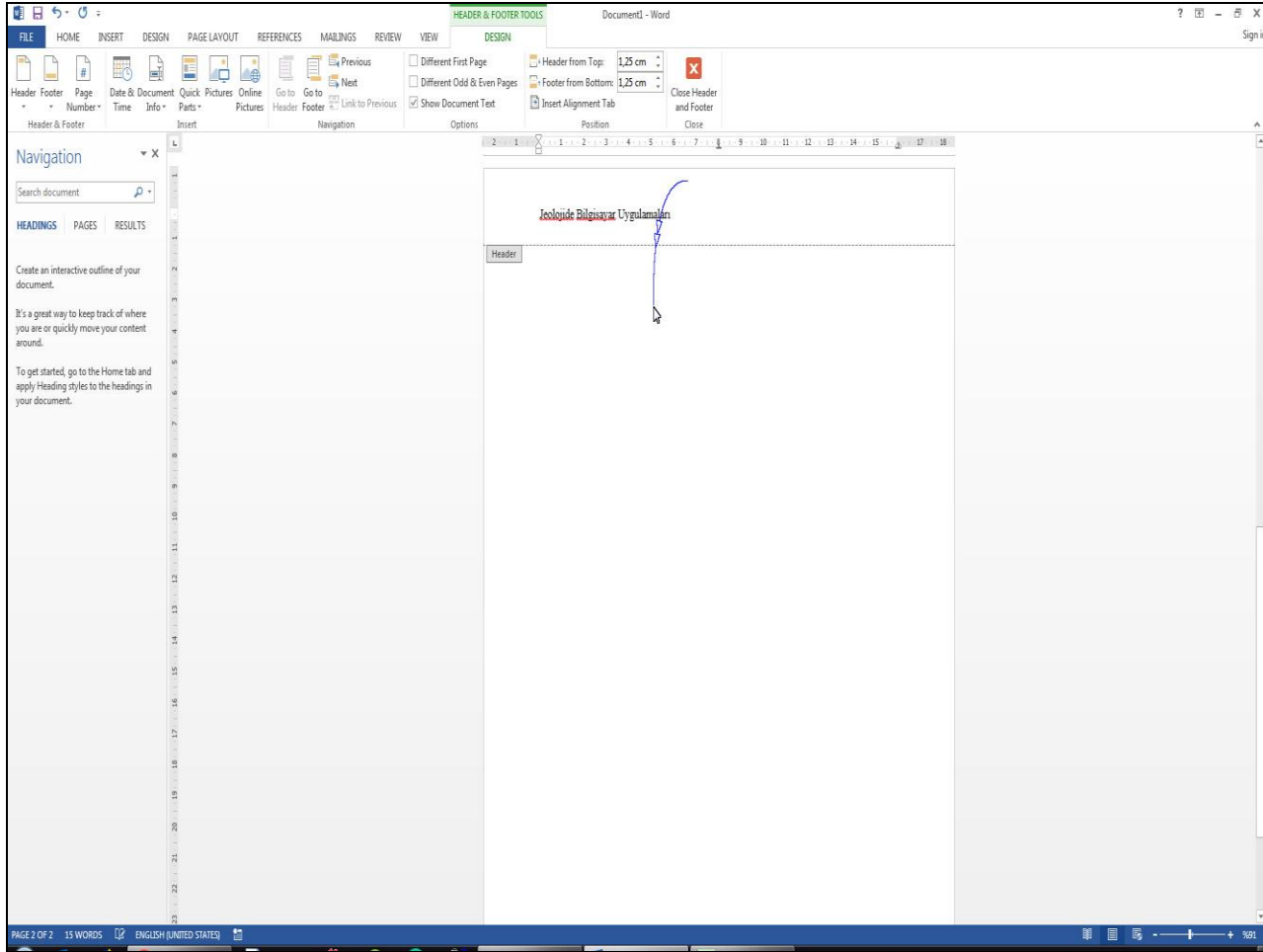
Select the **Blank** item

Slide 51 - Slide 51



Text Captions

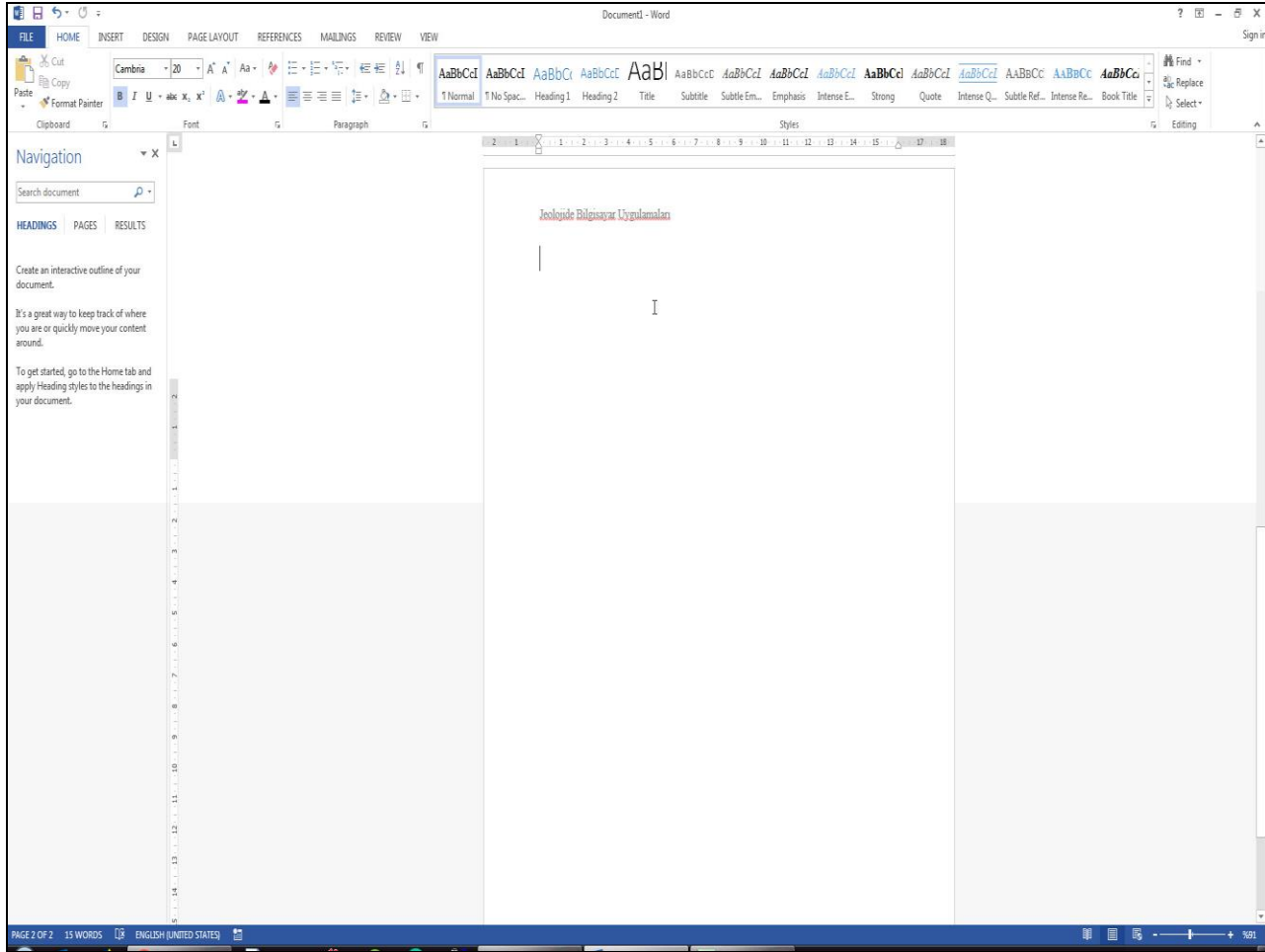
## Slide 52 - Slide 52



## Text Captions

Double-click **Microsoft Word Document**

Slide 53 - Slide 53



Text Captions

## Slide 54 - Slide 54

Document1 - Word

FILE HOME INSERT DESIGN PAGE LAYOUT REFERENCES MAILINGS REVIEW VIEW

Cambria - 20 A A Font Paragraph Styles

Navigation

Search document

HEADINGS PAGES RESULTS

Create an interactive outline of your document.

It's a great way to keep track of where you are or quickly move your content around.

To get started, go to the Home tab and apply Heading styles to the headings in your document.

Jeolojide Bilgisayar Uygulamaları

1. JEOLJİDE BİLGİSAYAR UYGULAMALARI

2. SiO<sub>2</sub> Fe<sup>+2</sup>

3. JEOLJİDE BİLGİSAYAR UYGULAMALARI

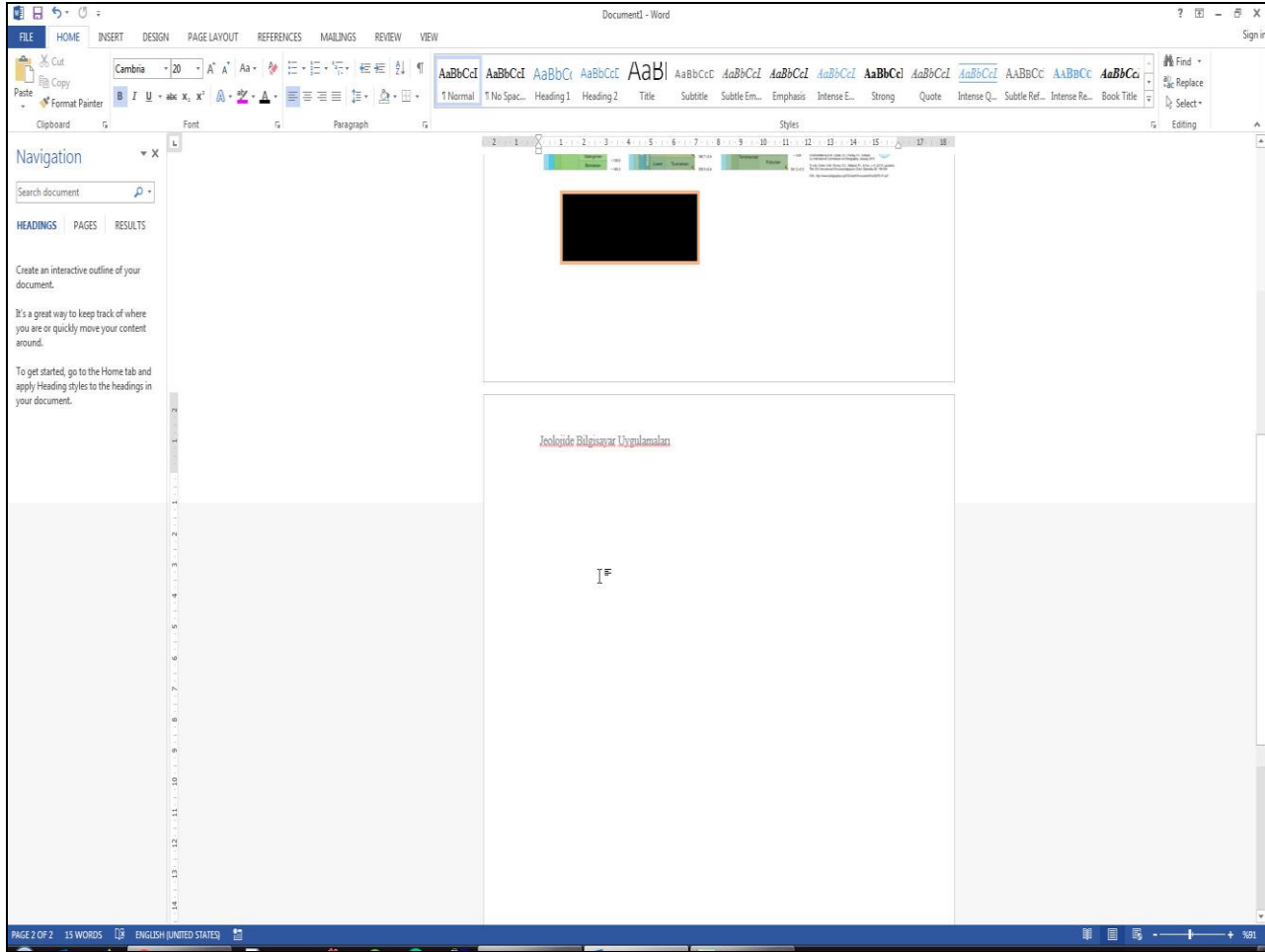
Öğrenci No	Adı	Soyadı

INTERNATIONAL CHRONOSTRATIGRAPHIC CHART  
www.stratigraphy.org International Commission on Stratigraphy v 2015(1)

PAGE 1 OF 2 15 WORDS ENGLISH (UNITED STATES) 100%

## Text Captions

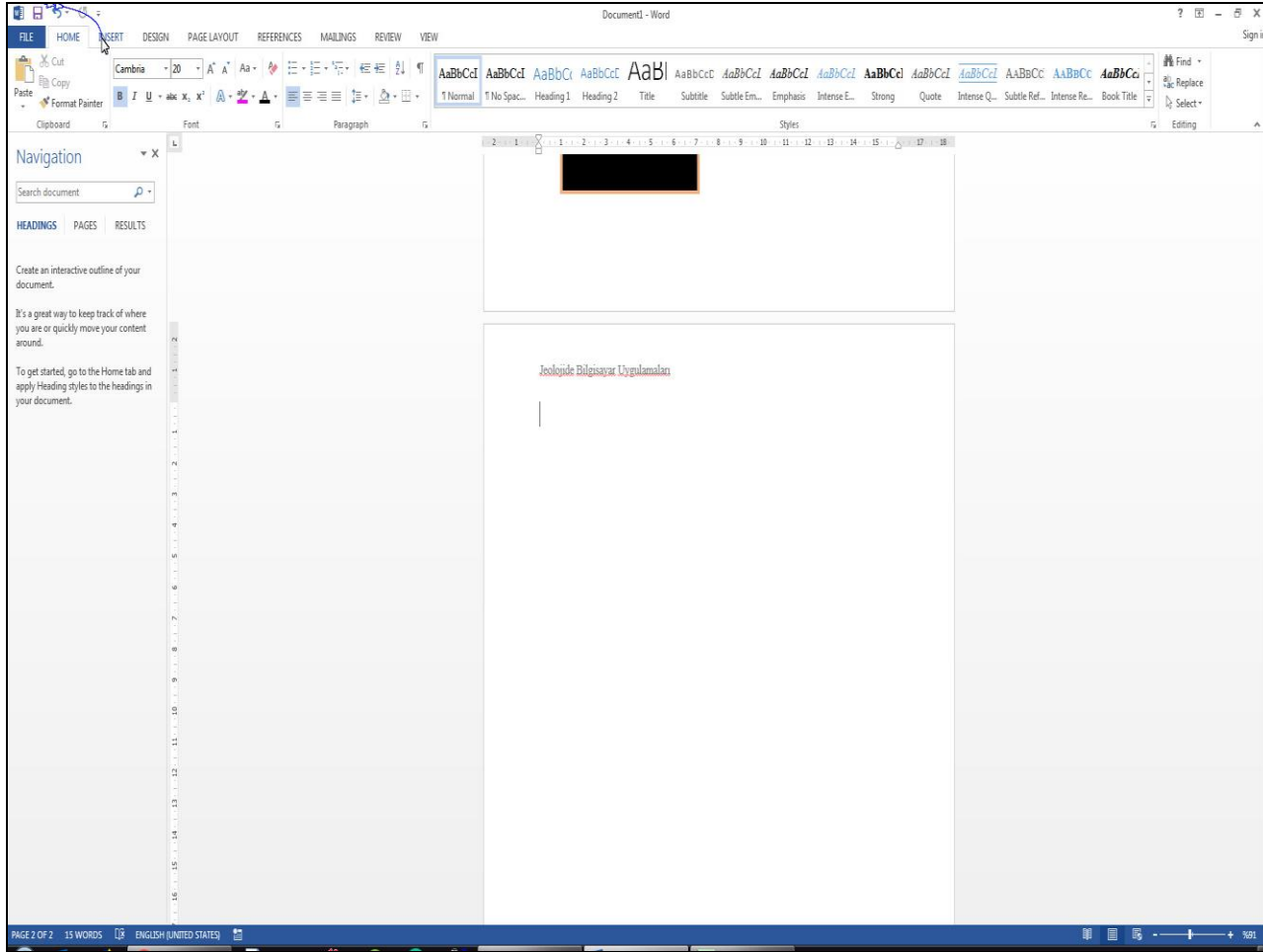
Slide 55 - Slide 55



Text Captions



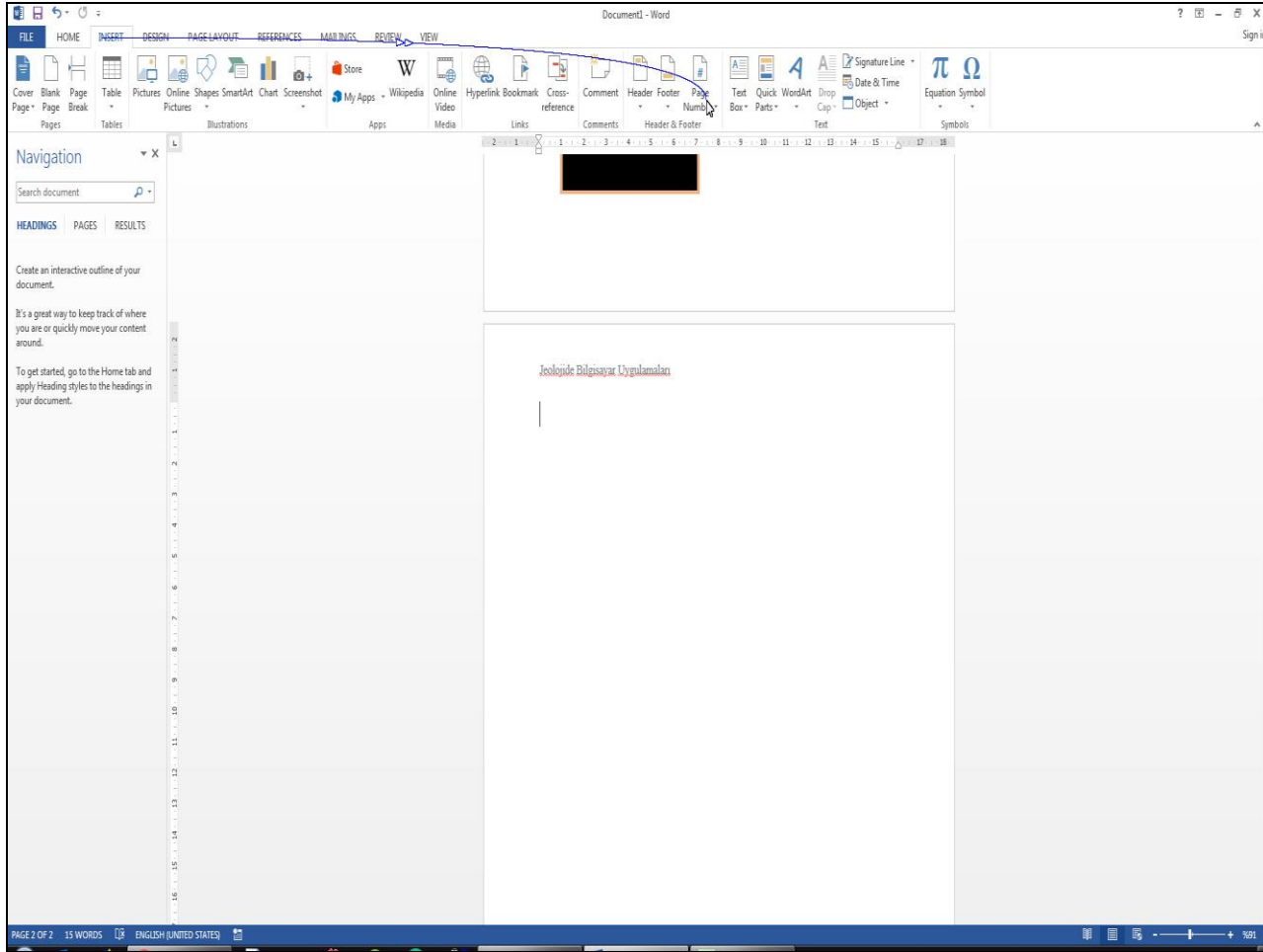
## Slide 56 - Slide 56



## Text Captions

Select the **Insert** tab

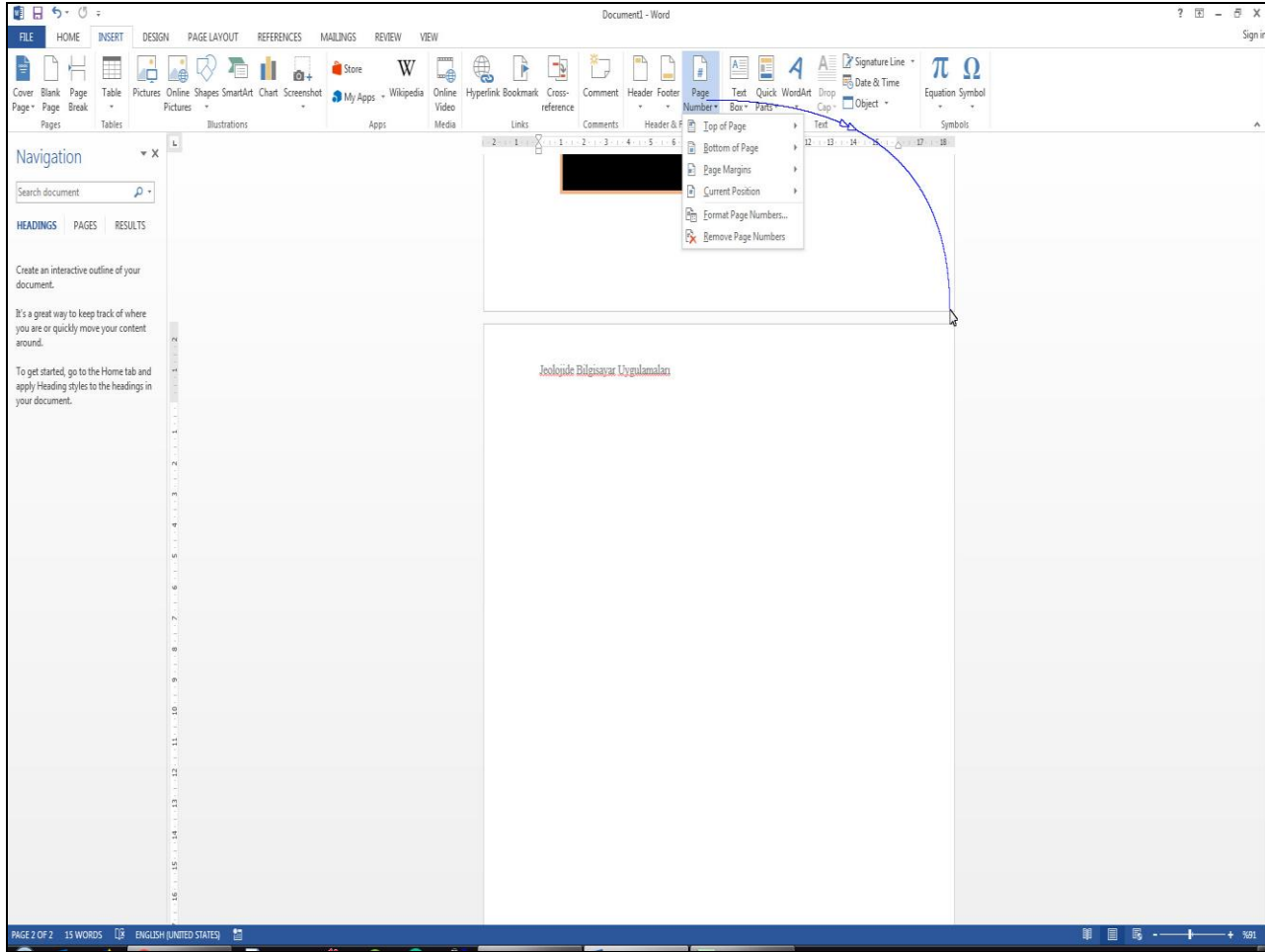
## Slide 57 - Slide 57



## Text Captions

# Select Page Number

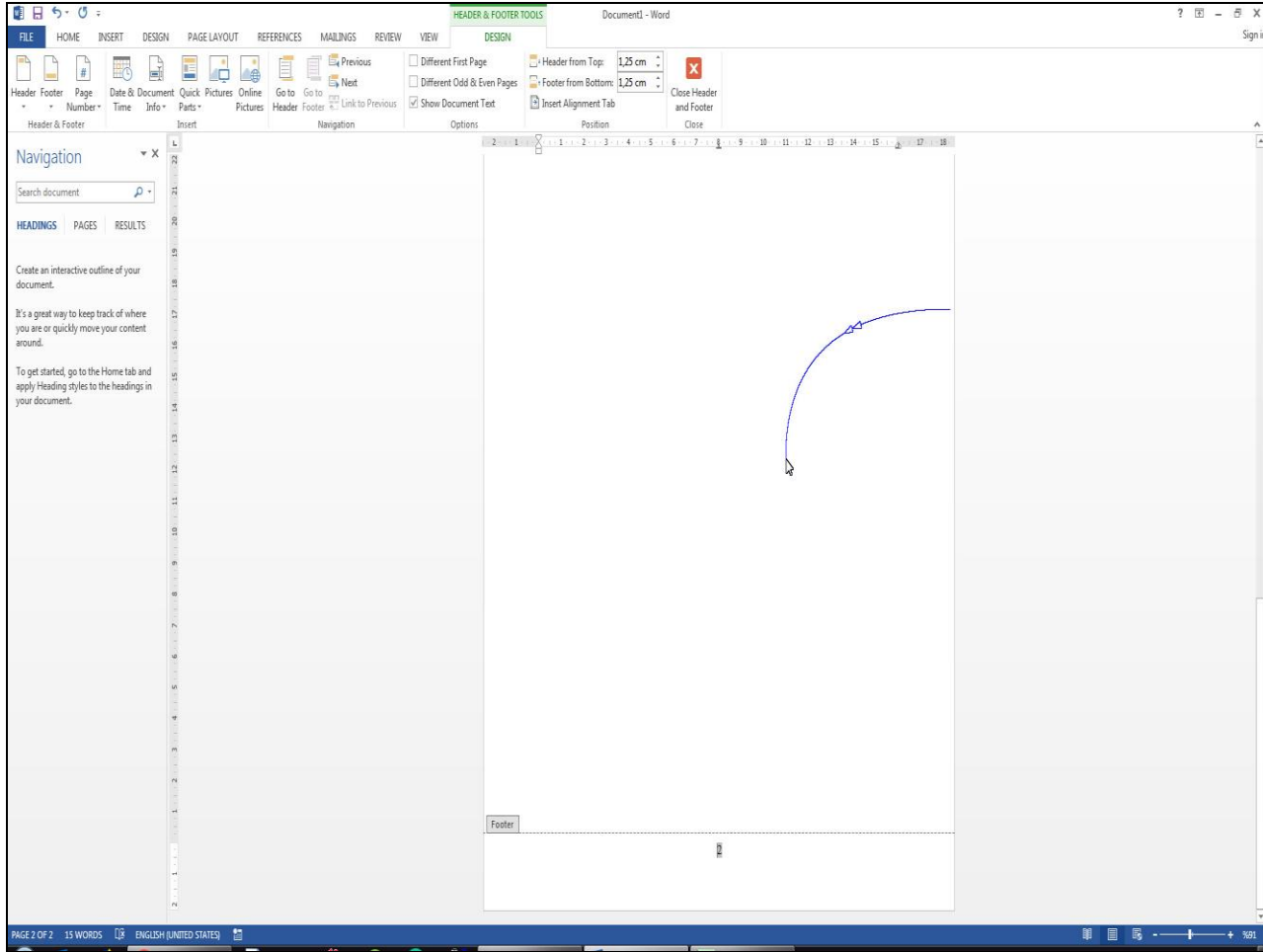
## Slide 58 - Slide 58



## Text Captions

Select the **Düz Numara 2** item

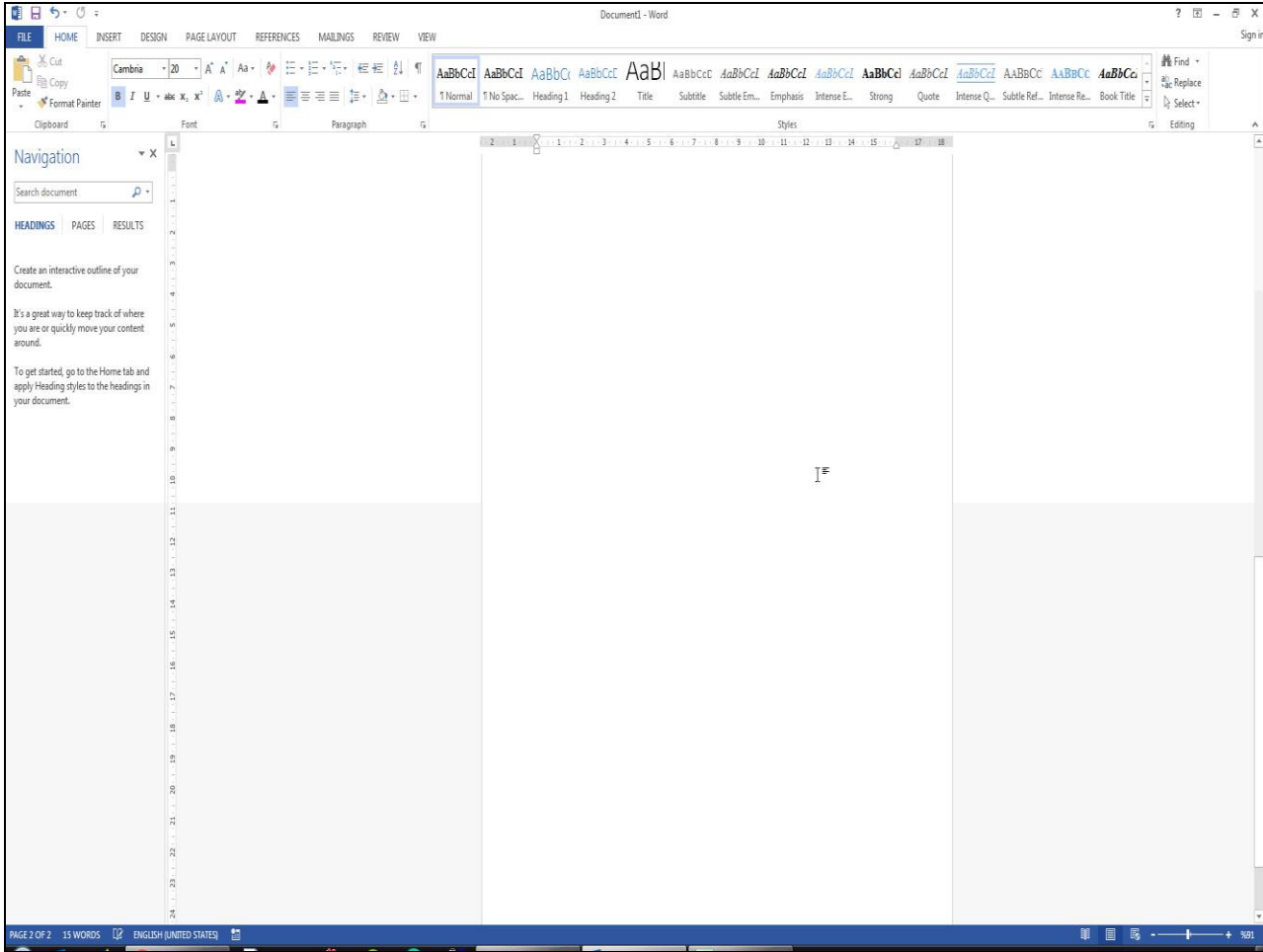
## Slide 59 - Slide 59



## Text Captions

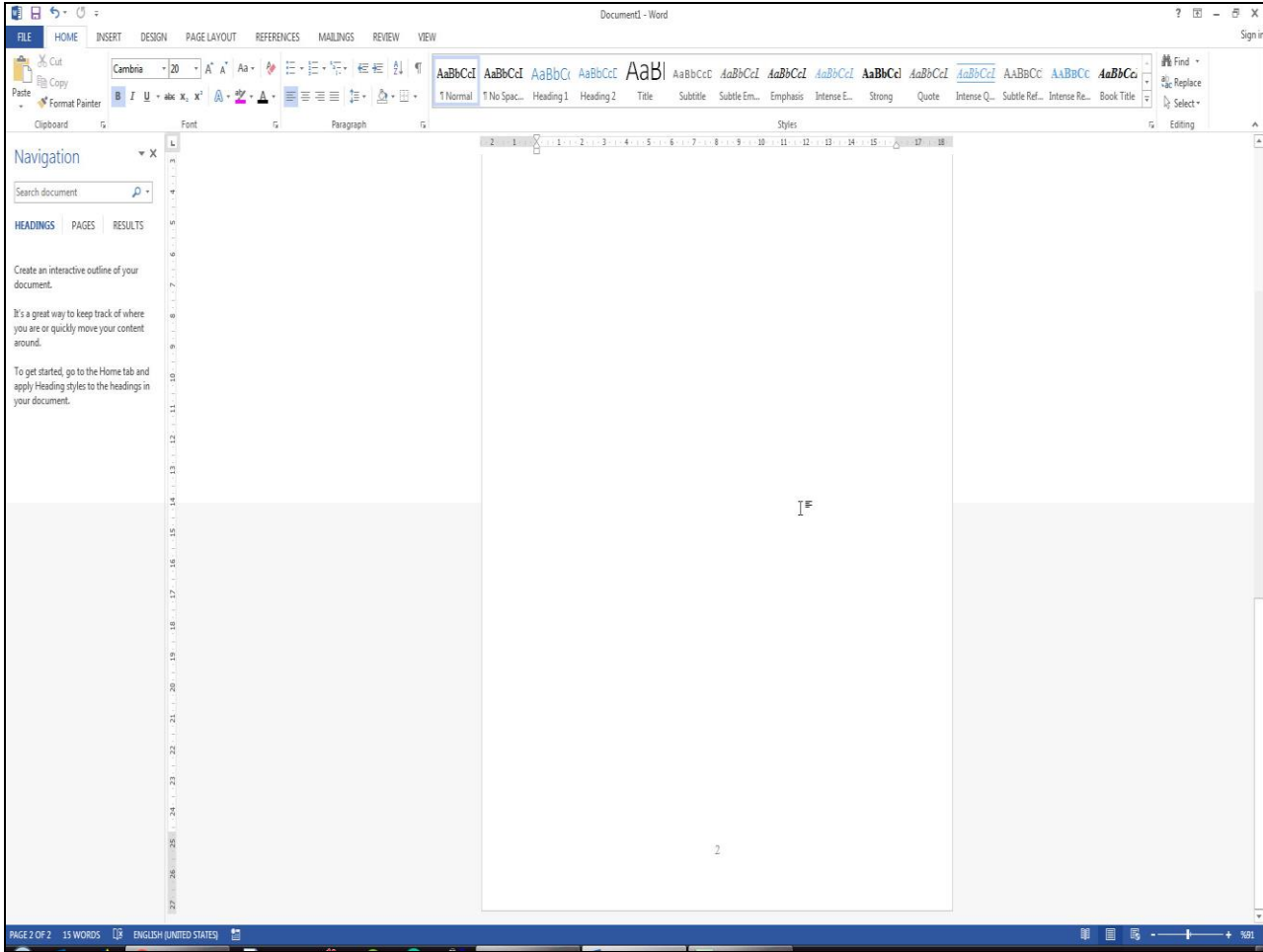
Double-click **Microsoft Word Document**

Slide 60 - Slide 60



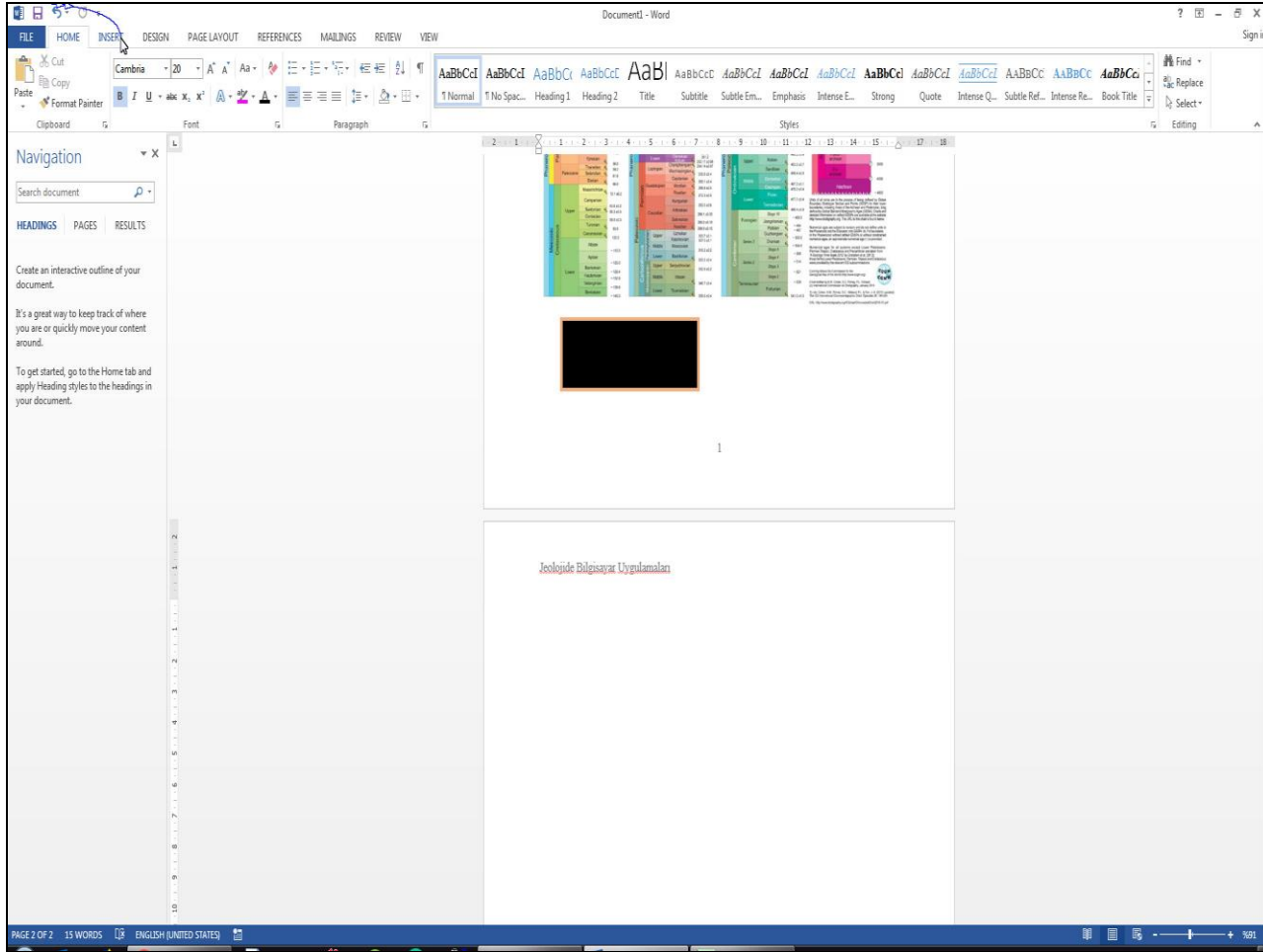
Text Captions

Slide 61 - Slide 61



Text Captions

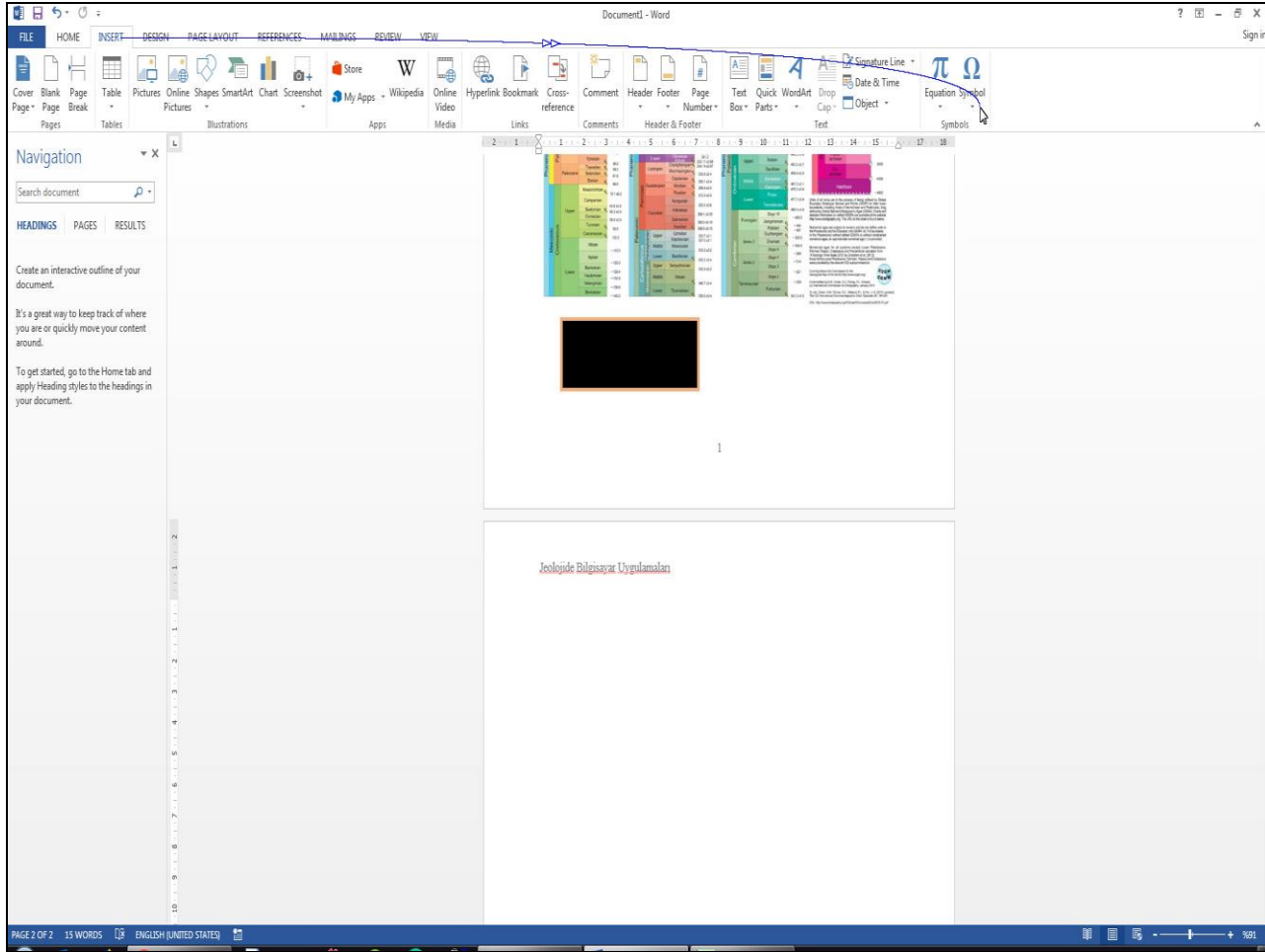
## Slide 62 - Slide 62



## Text Captions

Select the **Insert** tab

Slide 63 - Slide 63

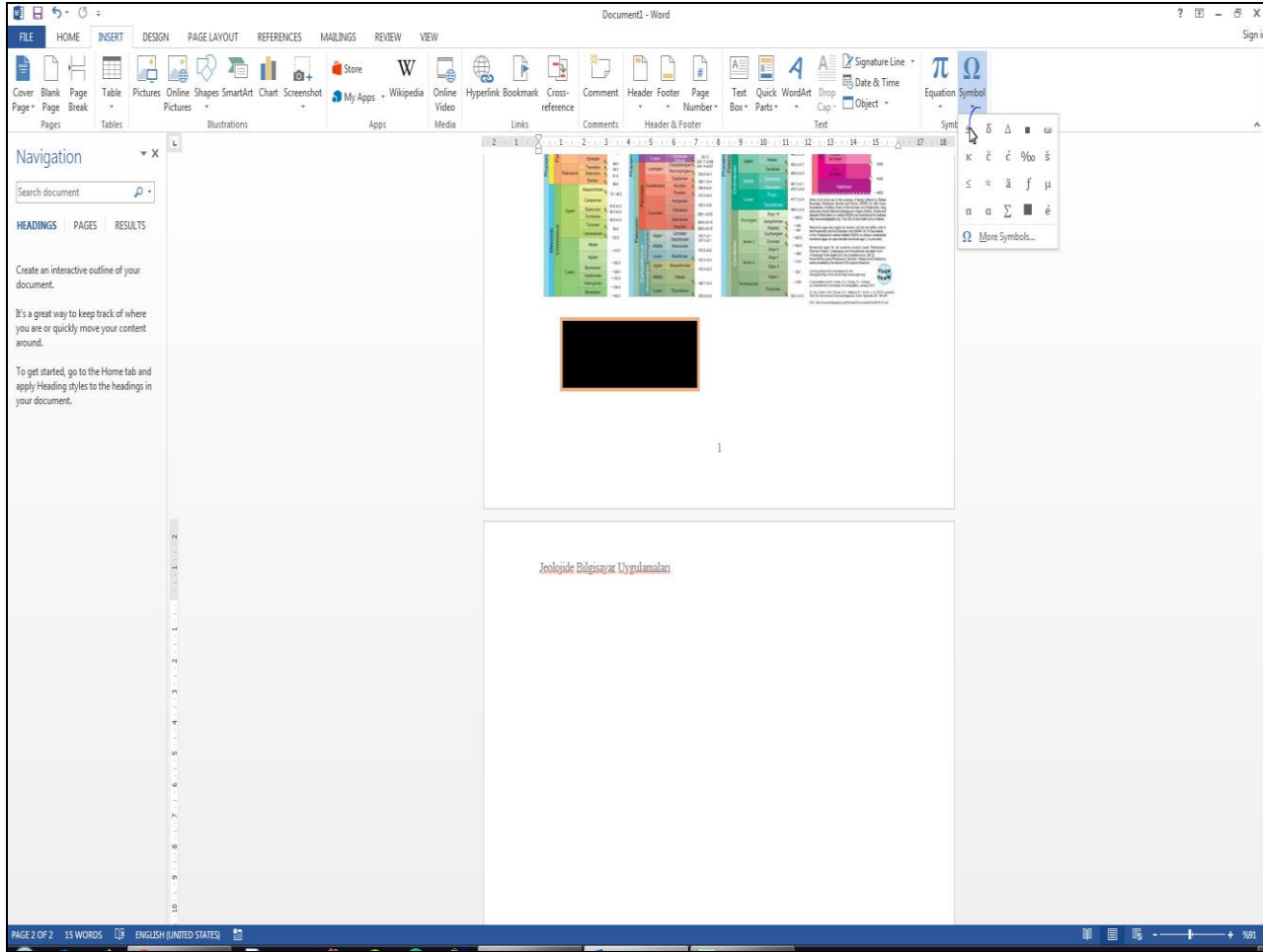


Text Captions

Select Symbol



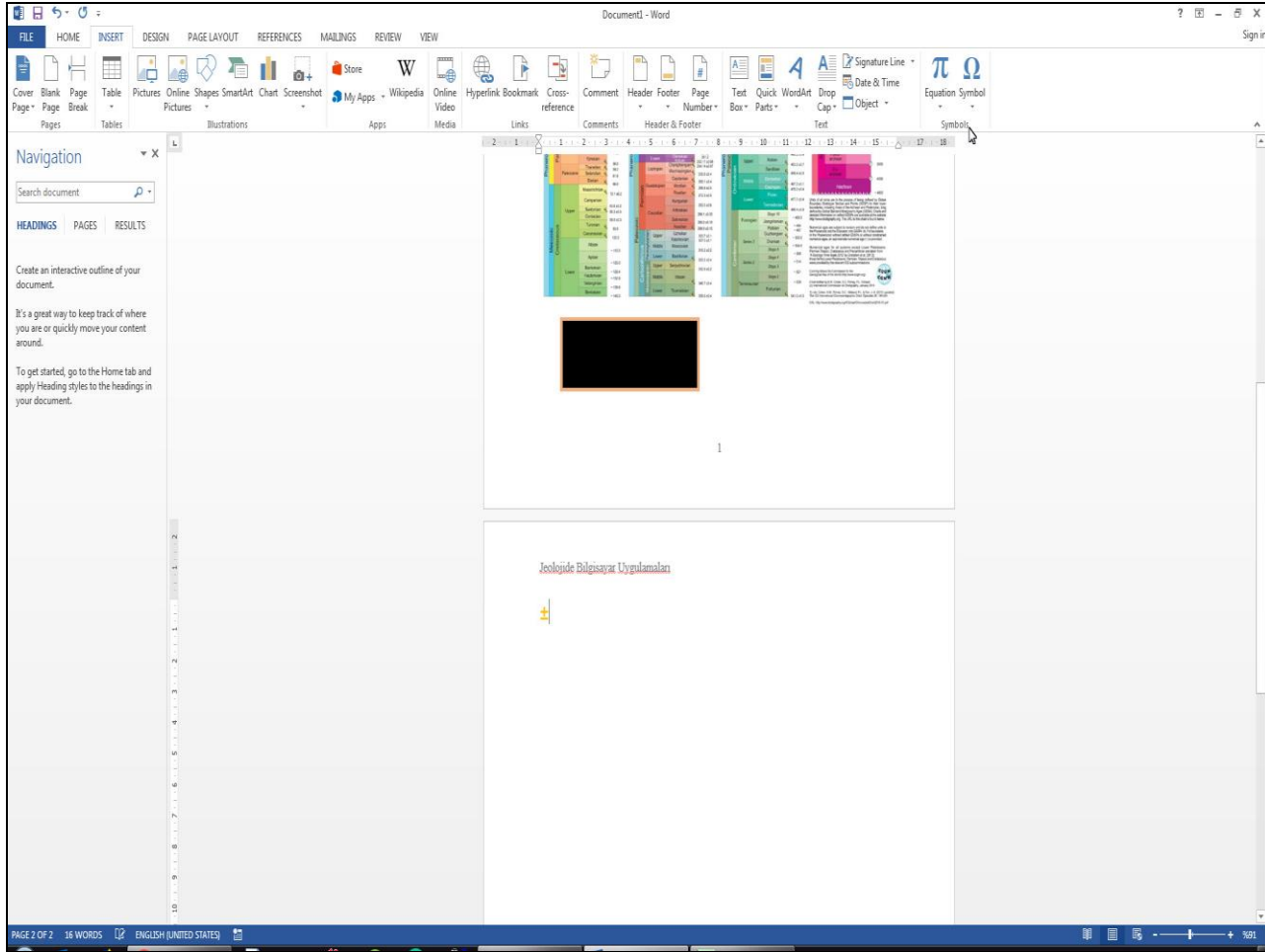
## Slide 64 - Slide 64



## Text Captions

Select the **Plus-Minus Sign** item

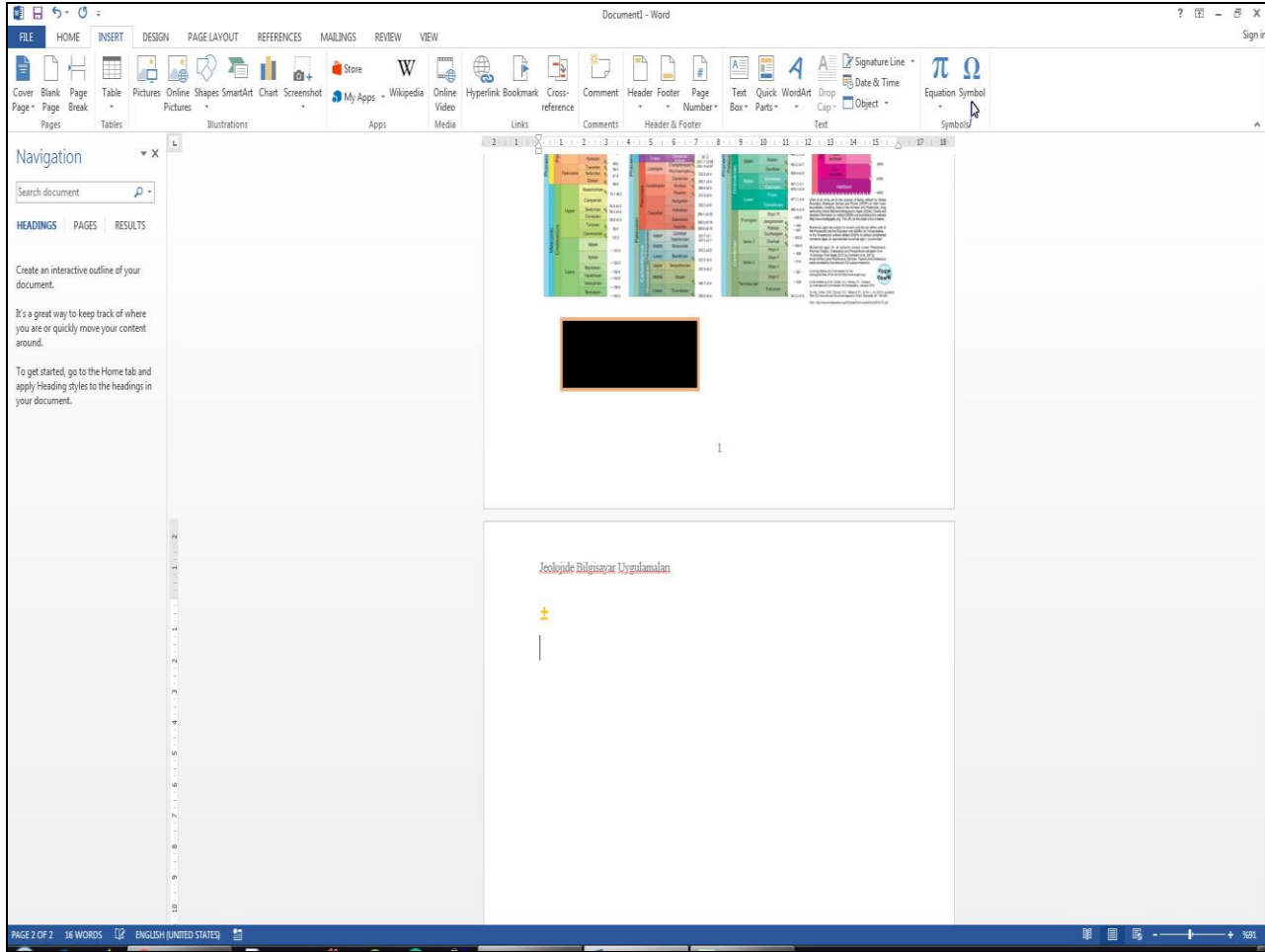
Slide 65 - Slide 65



Text Captions

Press **Enter** key

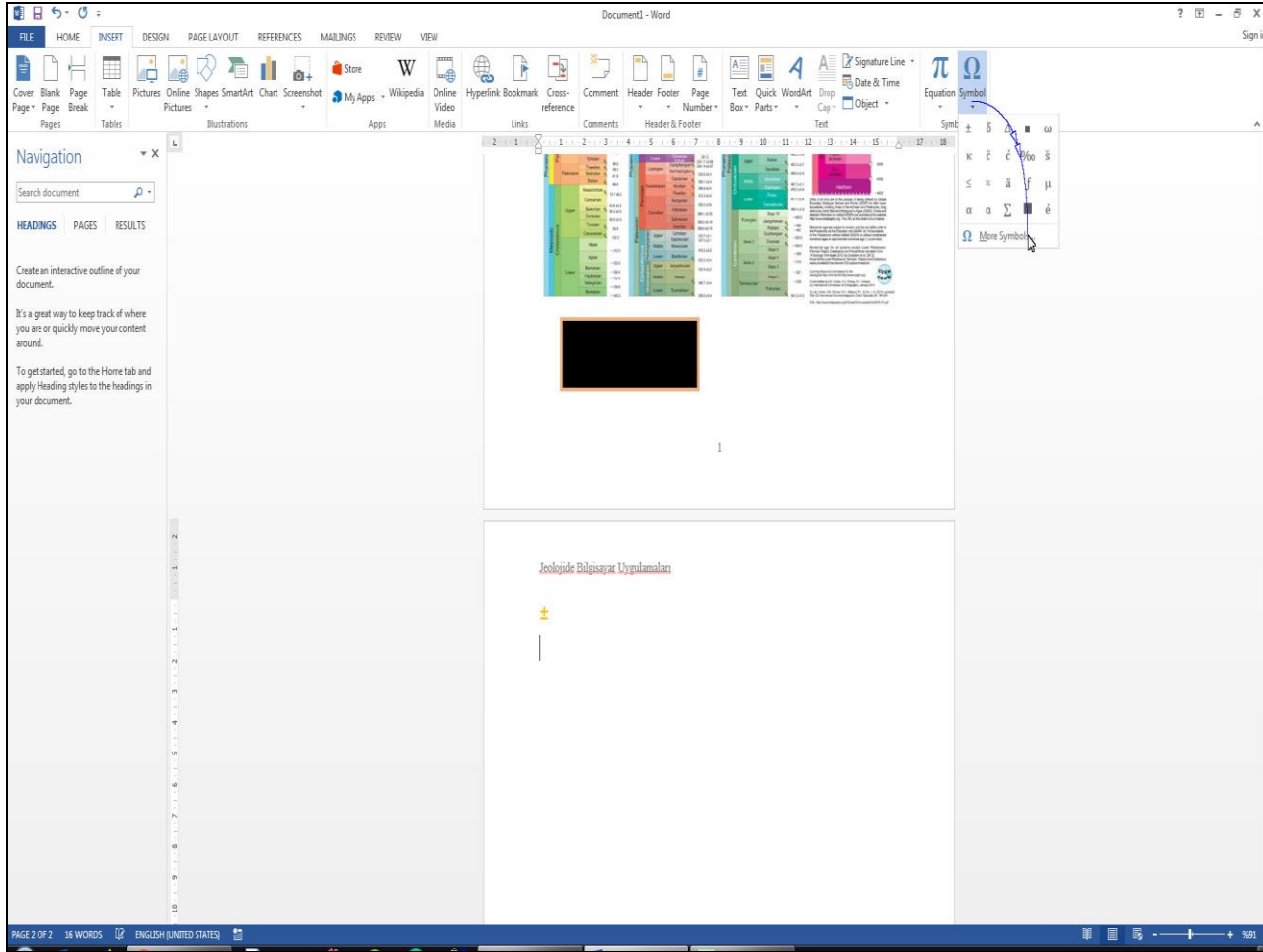
Slide 66 - Slide 66



Text Captions

# Select Symbol

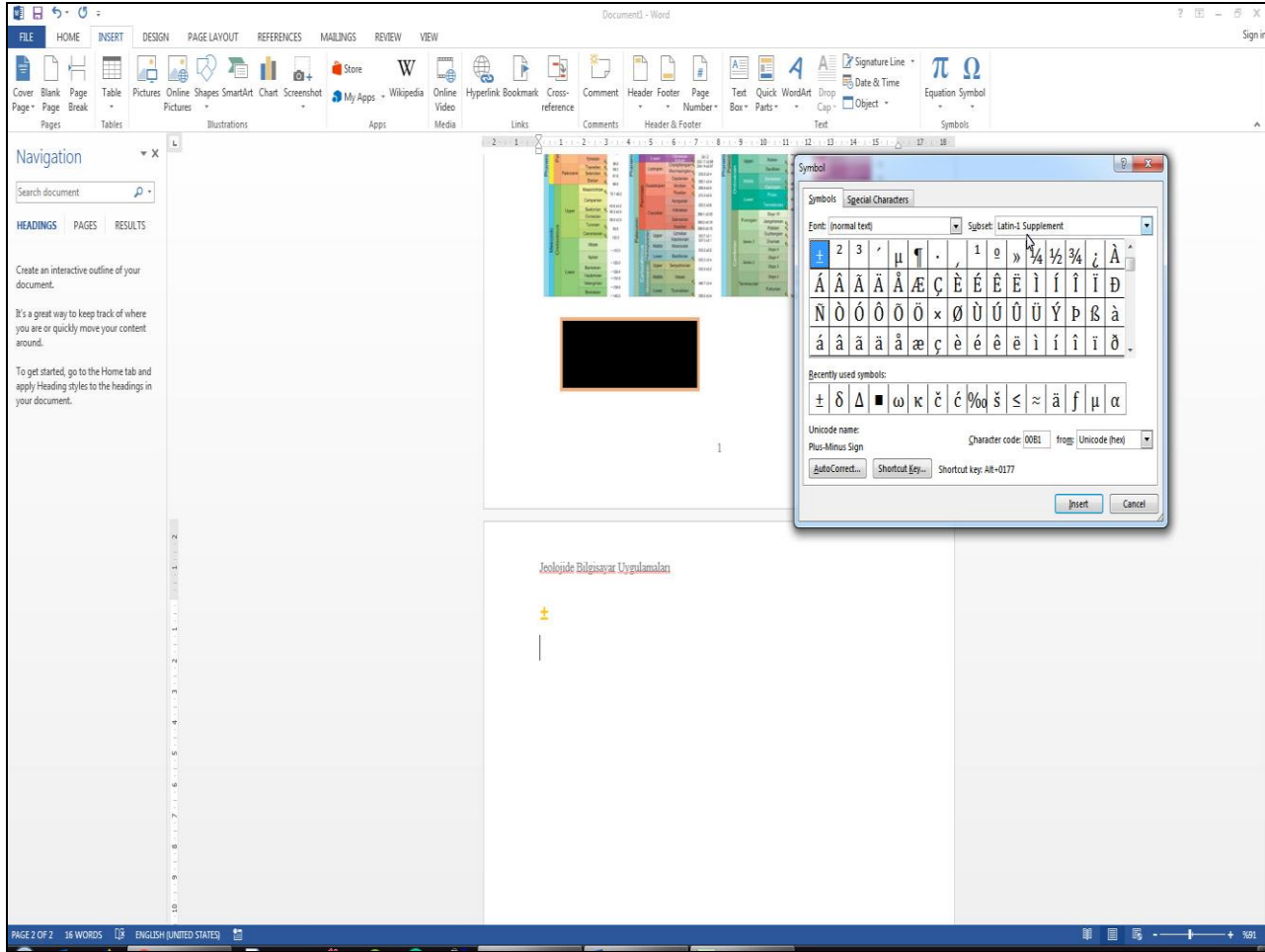
## Slide 67 - Slide 67



## Text Captions

Select the **More Symbols...** menu item

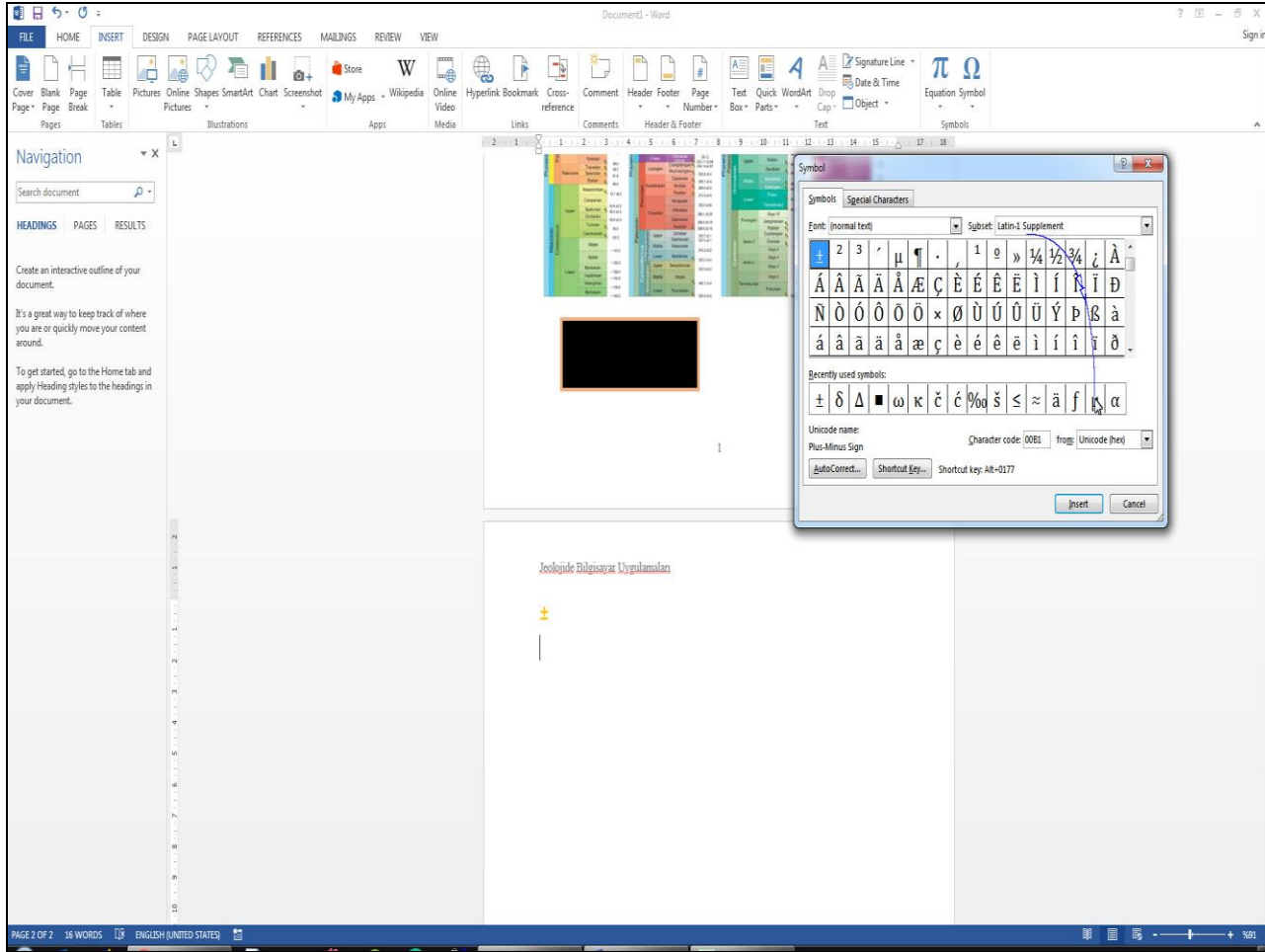
Slide 68 - Slide 68



Text Captions

The **Symbol** window opens

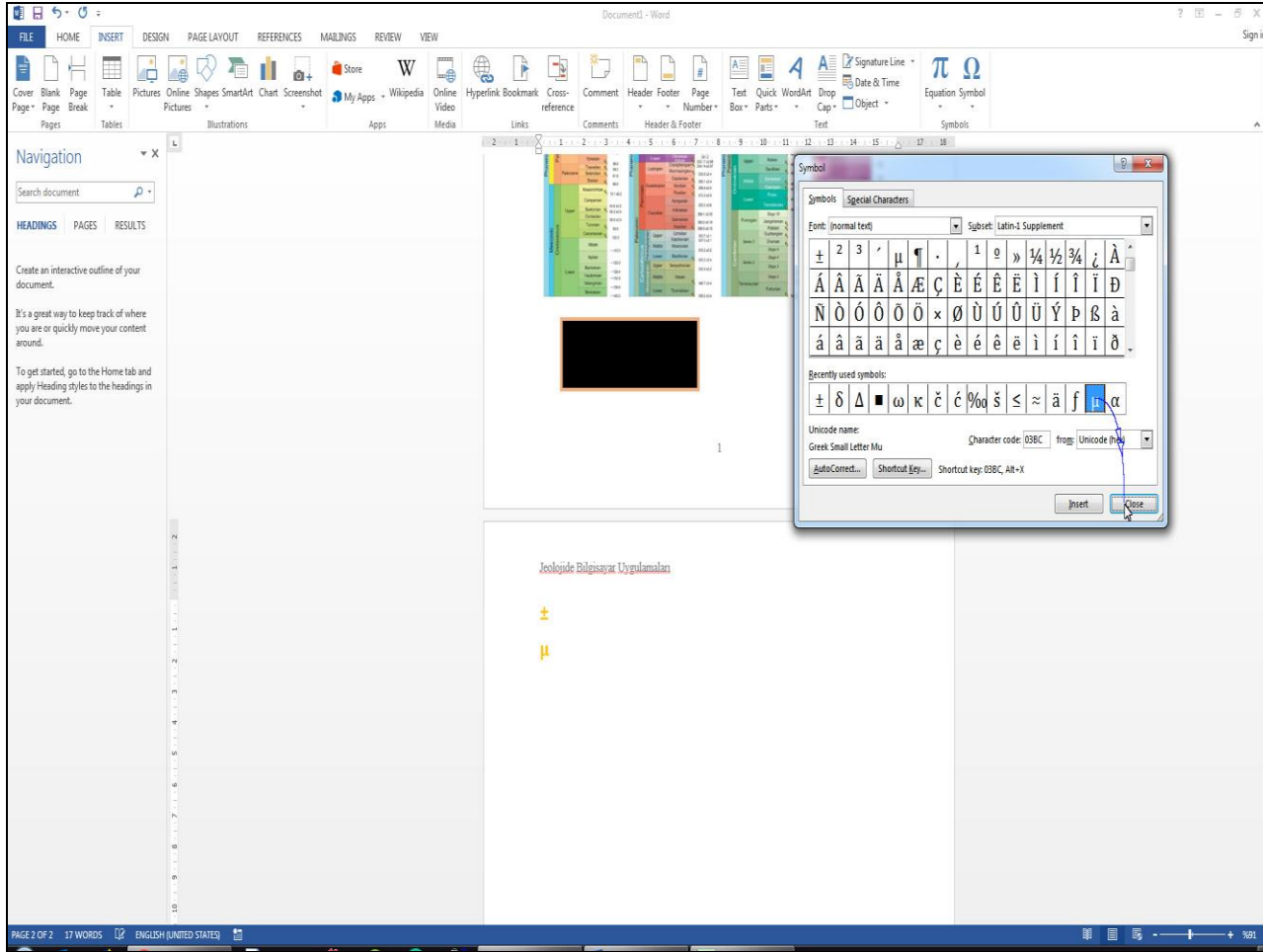
Slide 69 - Slide 69



Text Captions

Double-click **Recently used symbols**:

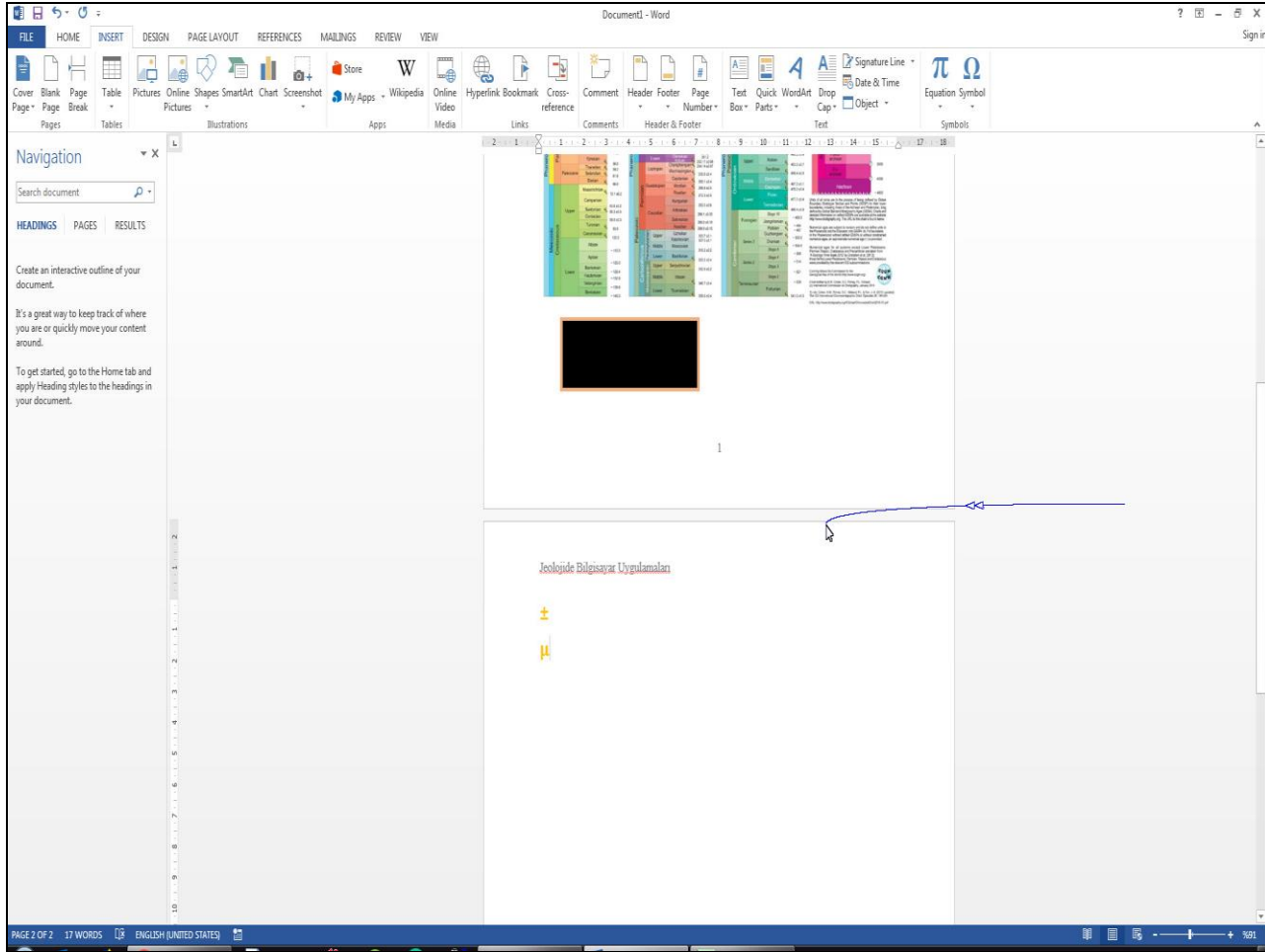
## Slide 70 - Slide 70



## Text Captions

Click the **Close** button

Slide 71 - Slide 71

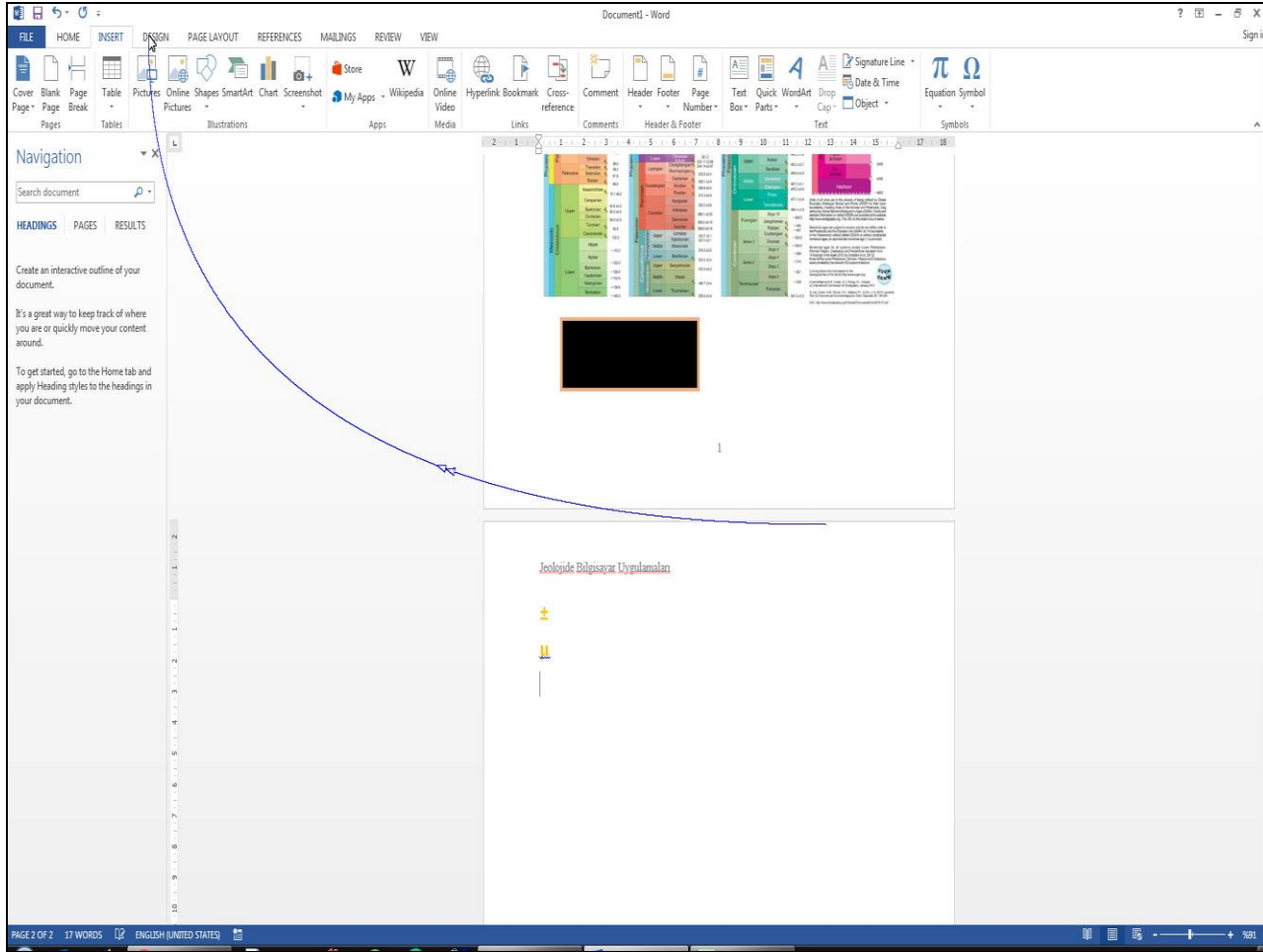


Text Captions

Press **Enter** key



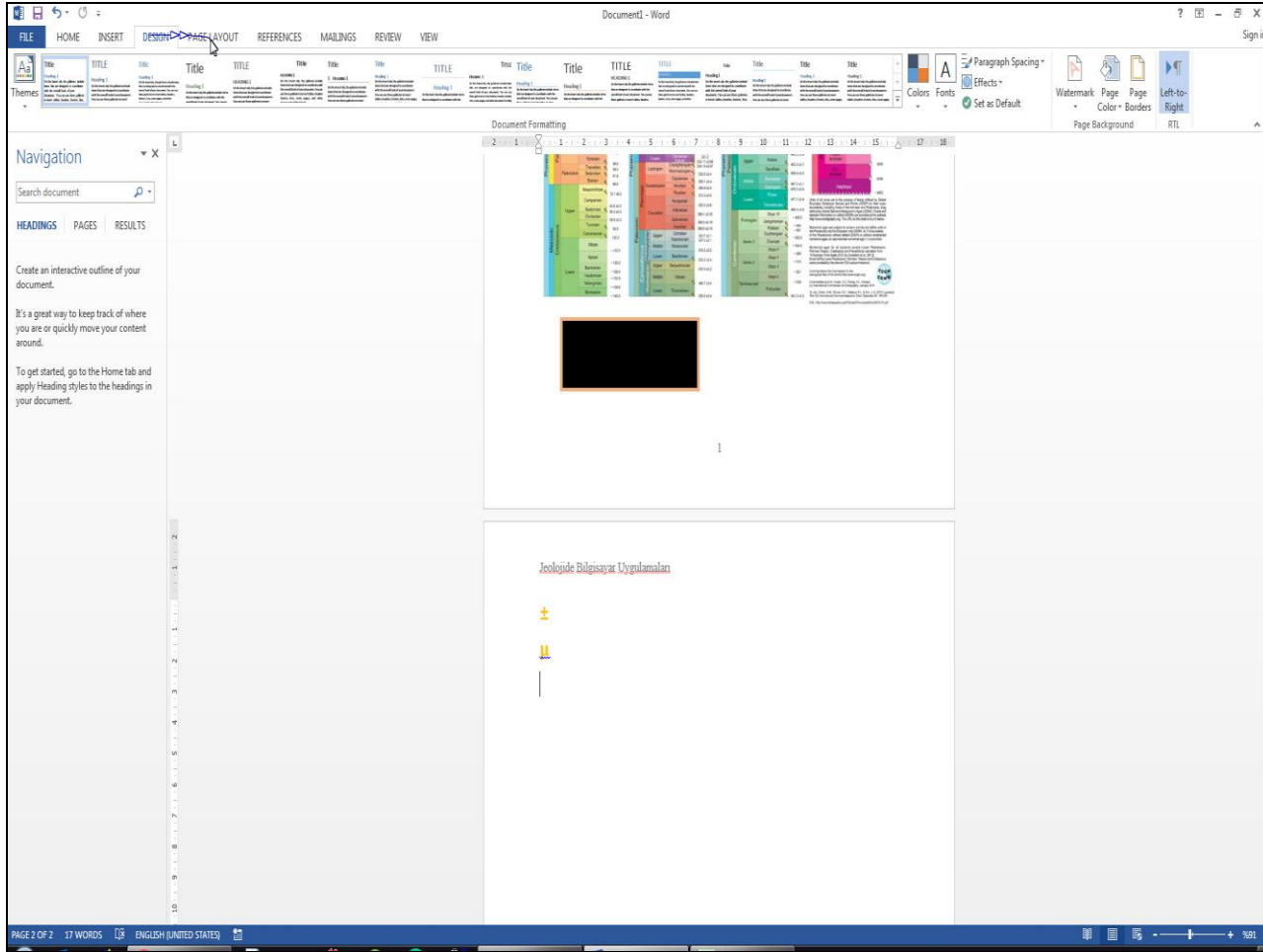
## Slide 72 - Slide 72



## Text Captions

Select the **Design** tab

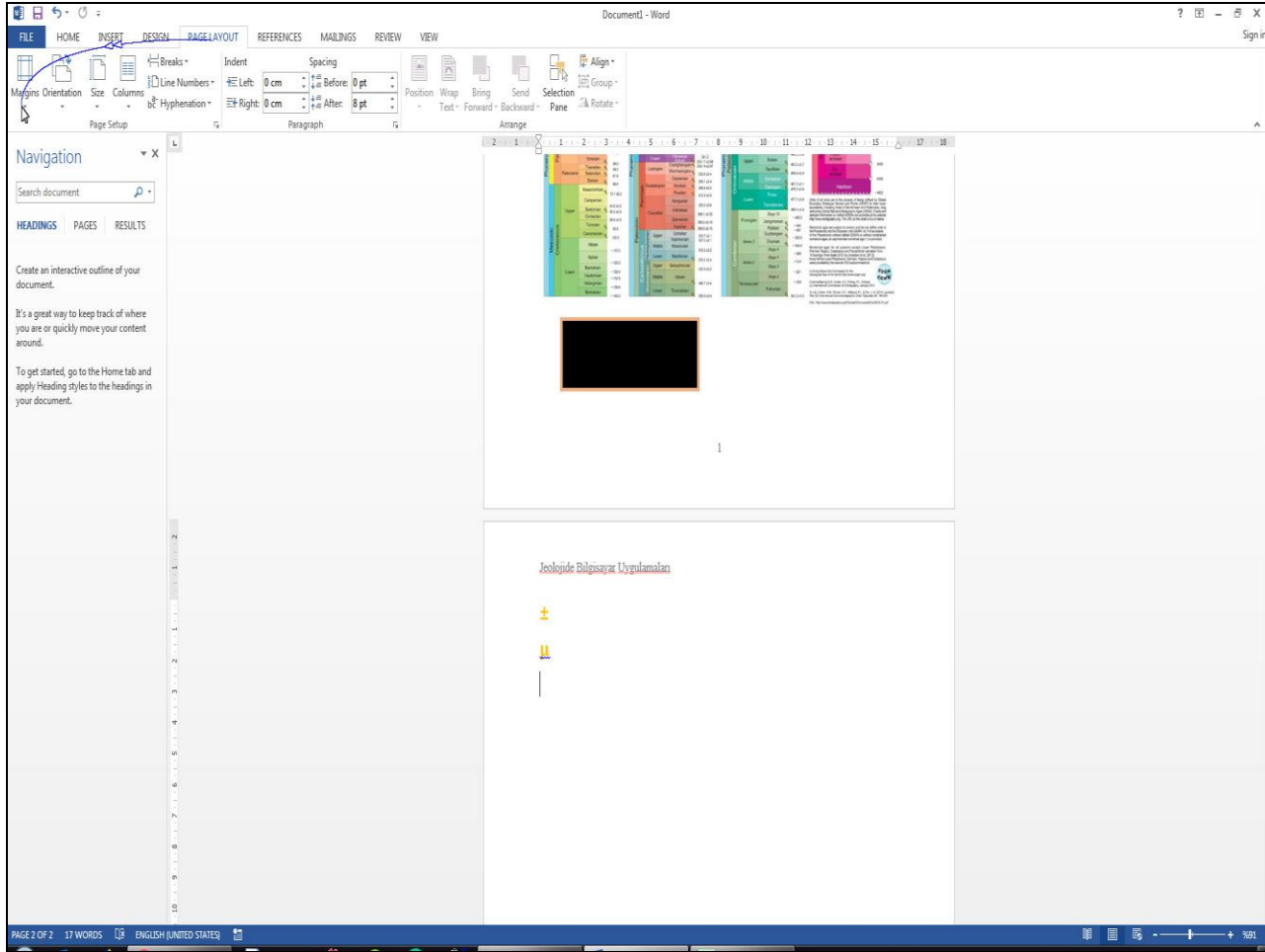
## Slide 73 - Slide 73



## Text Captions

Select the **Page Layout** tab

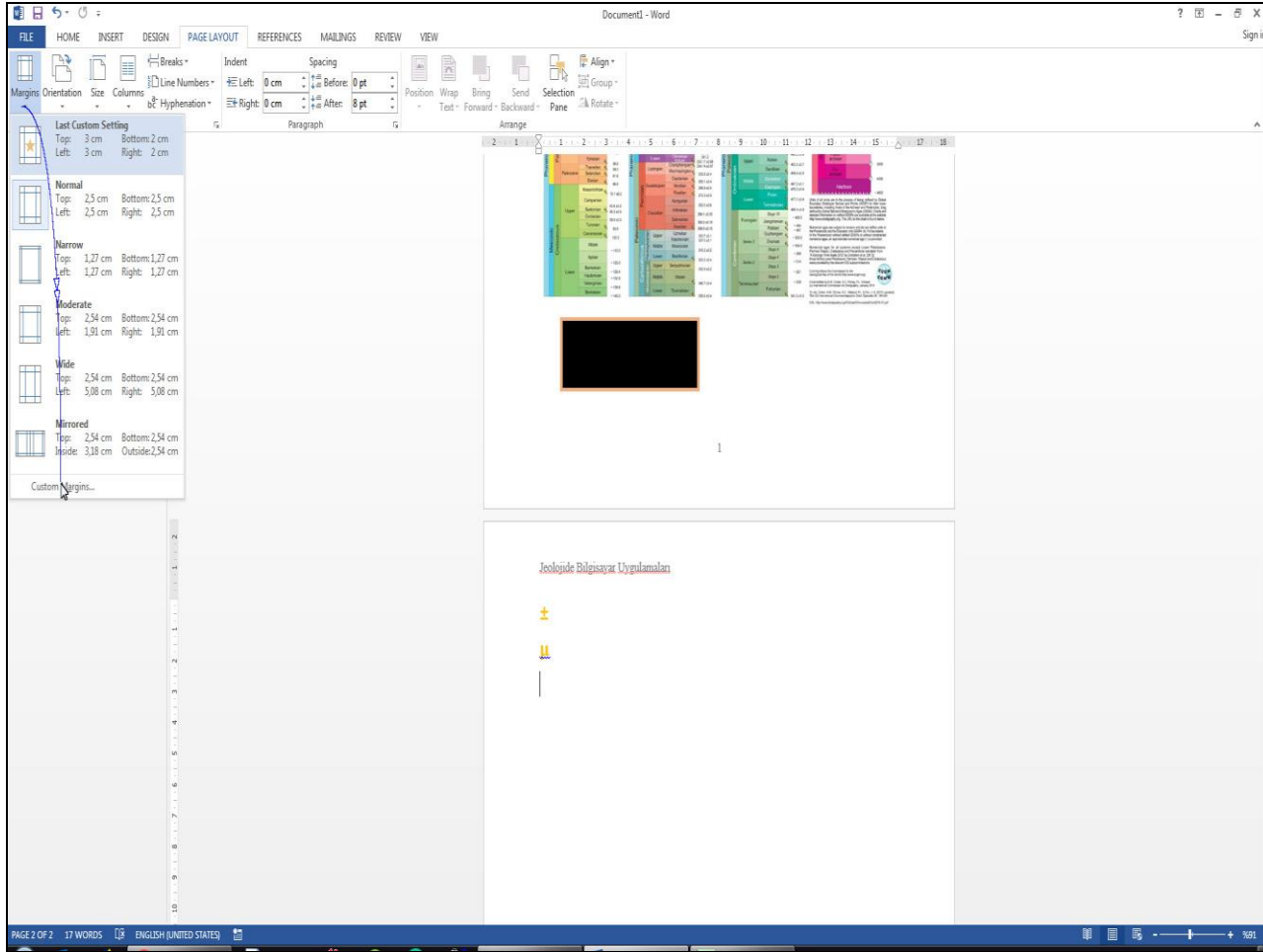
Slide 74 - Slide 74



Text Captions

# Select Margins

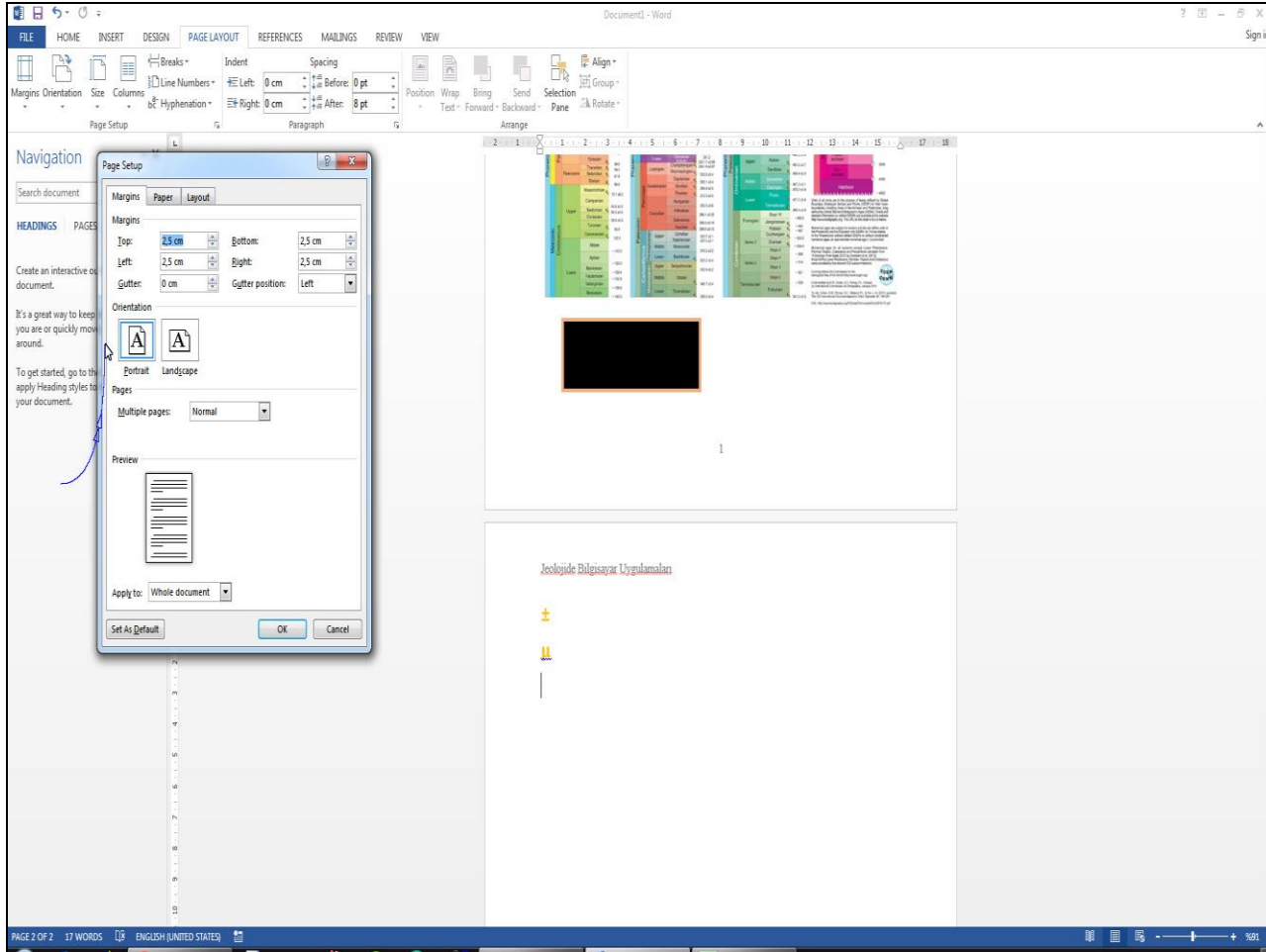
## Slide 75 - Slide 75



## Text Captions

Select the **Custom Margins...** menu item

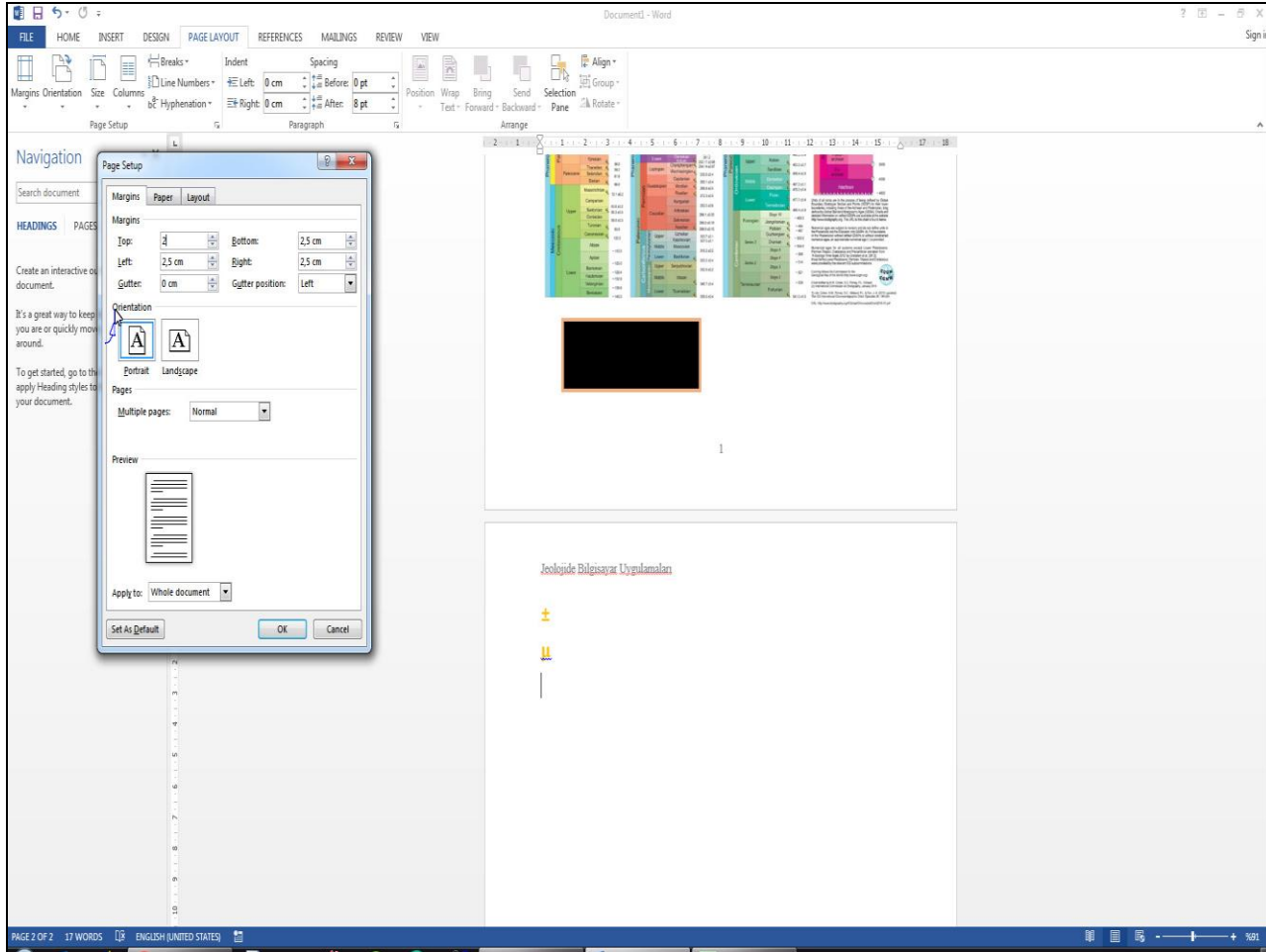
## Slide 76 - Slide 76



## Text Captions

The **Page Setup** window opens

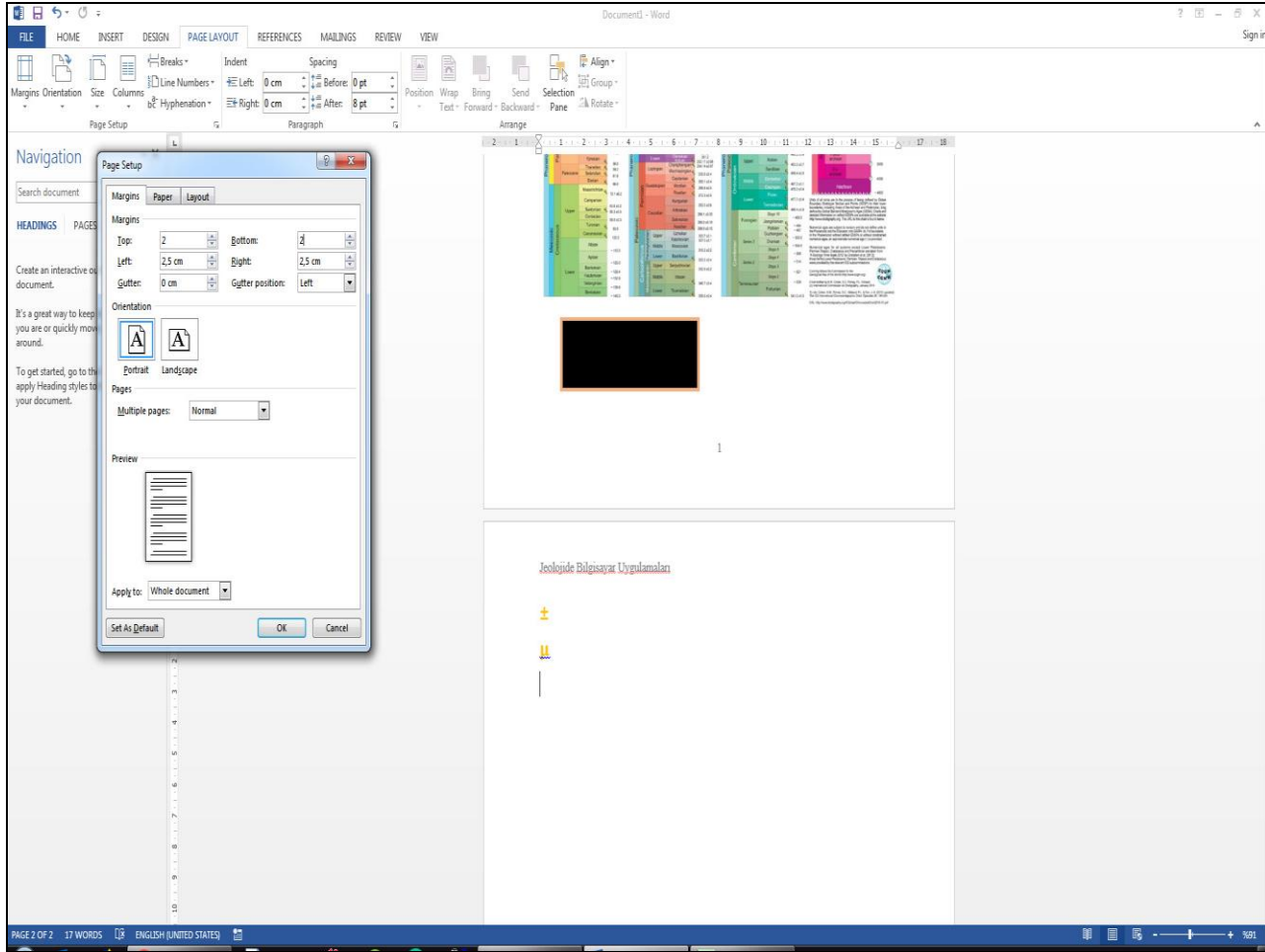
## Slide 77 - Slide 77



## Text Captions

Adjust the **Tab** spin control

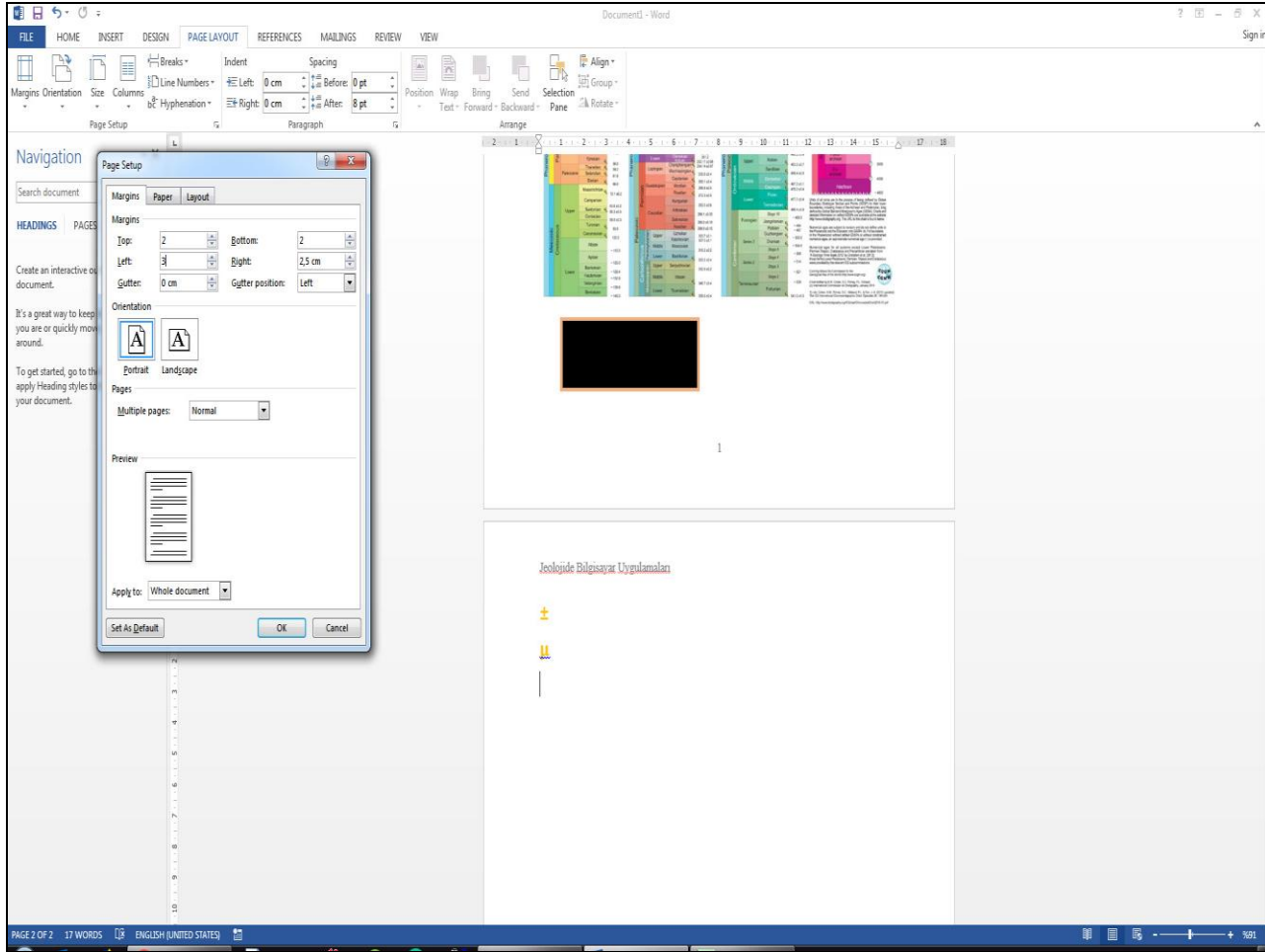
Slide 78 - Slide 78



Text Captions

Adjust the **Tab** spin control

Slide 79 - Slide 79

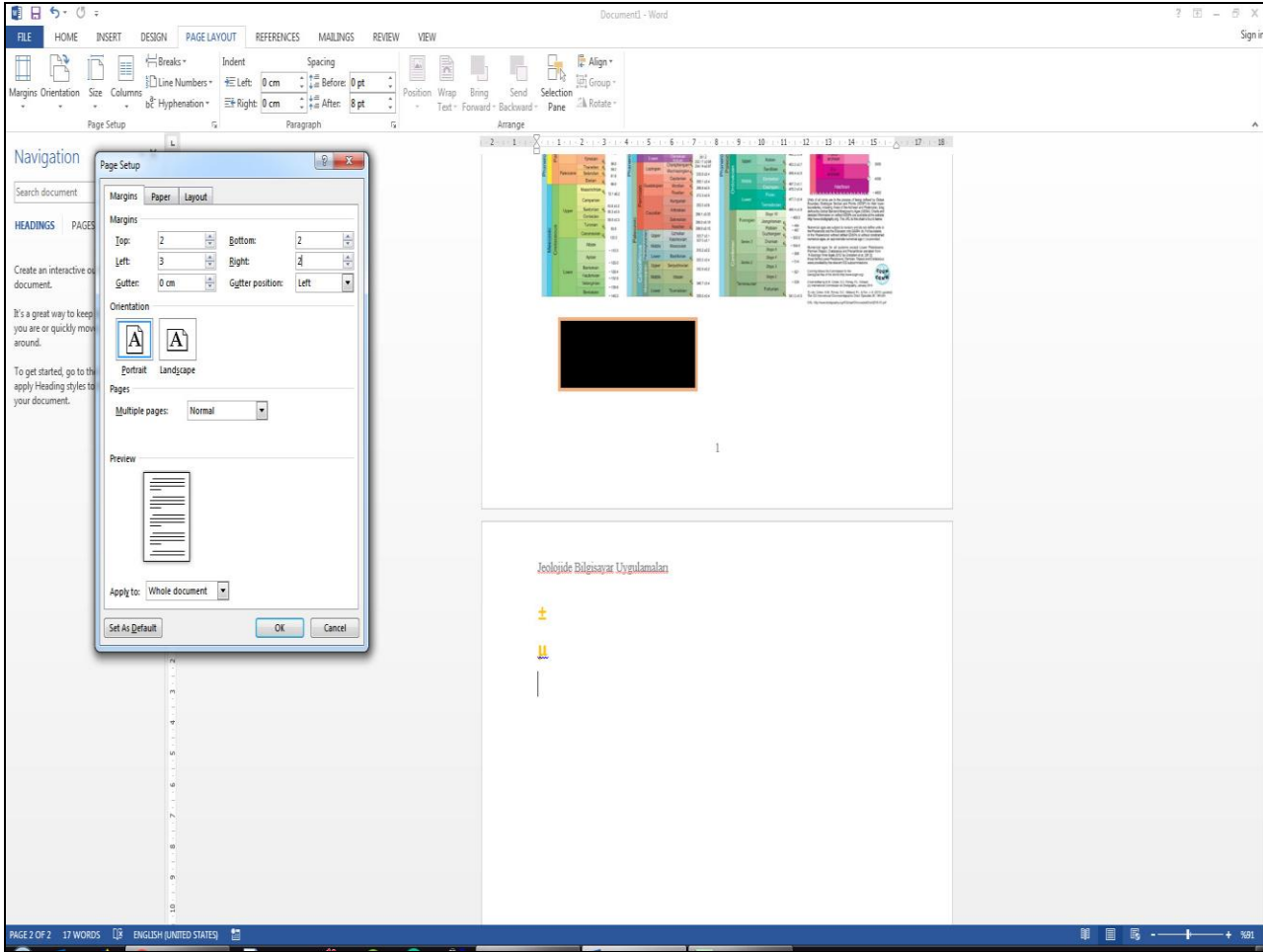


Text Captions

Adjust the **Tab** spin control

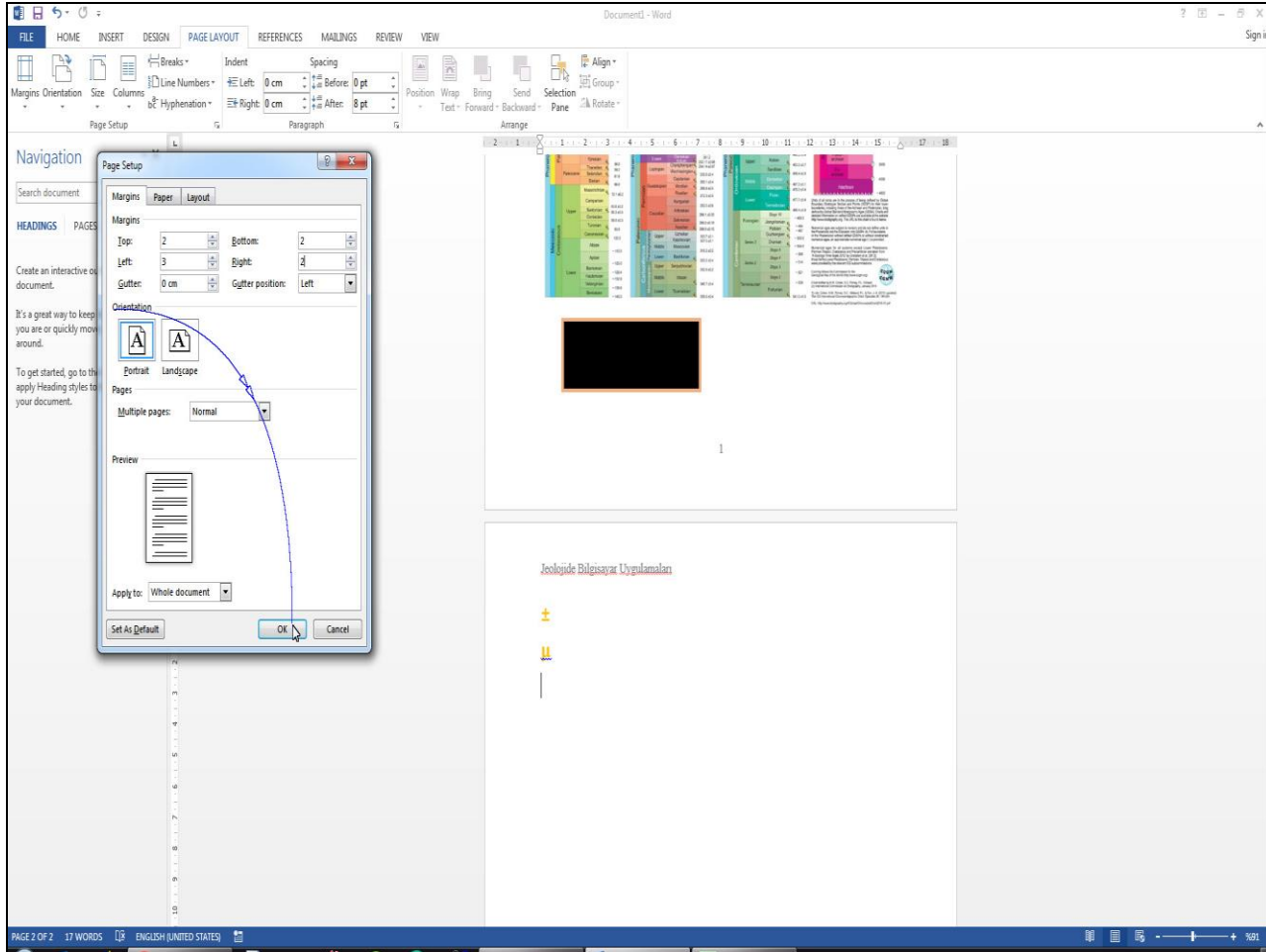


Slide 80 - Slide 80



Text Captions

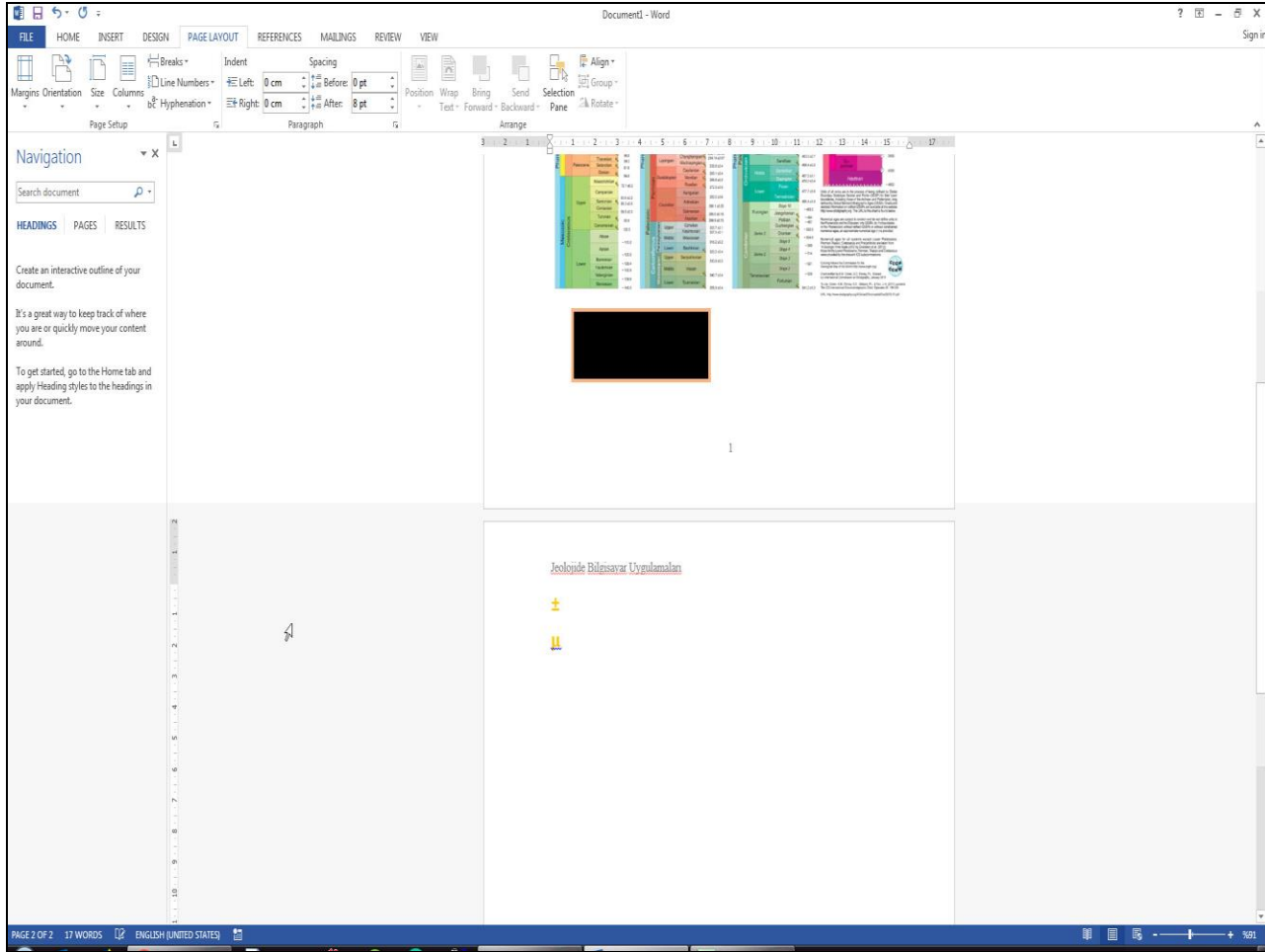
## Slide 81 - Slide 81



## Text Captions

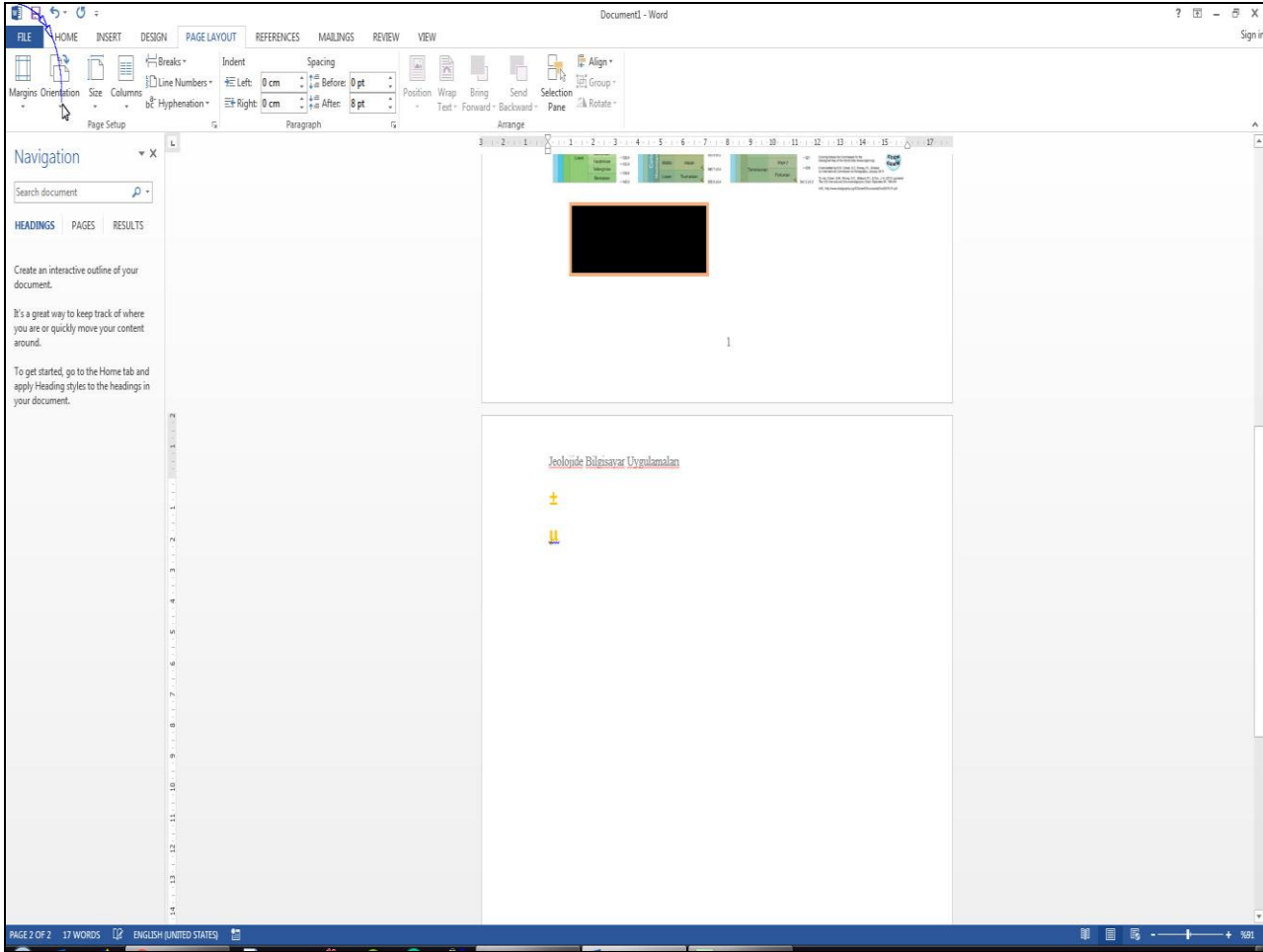
Click the **OK** button

Slide 82 - Slide 82



Text Captions

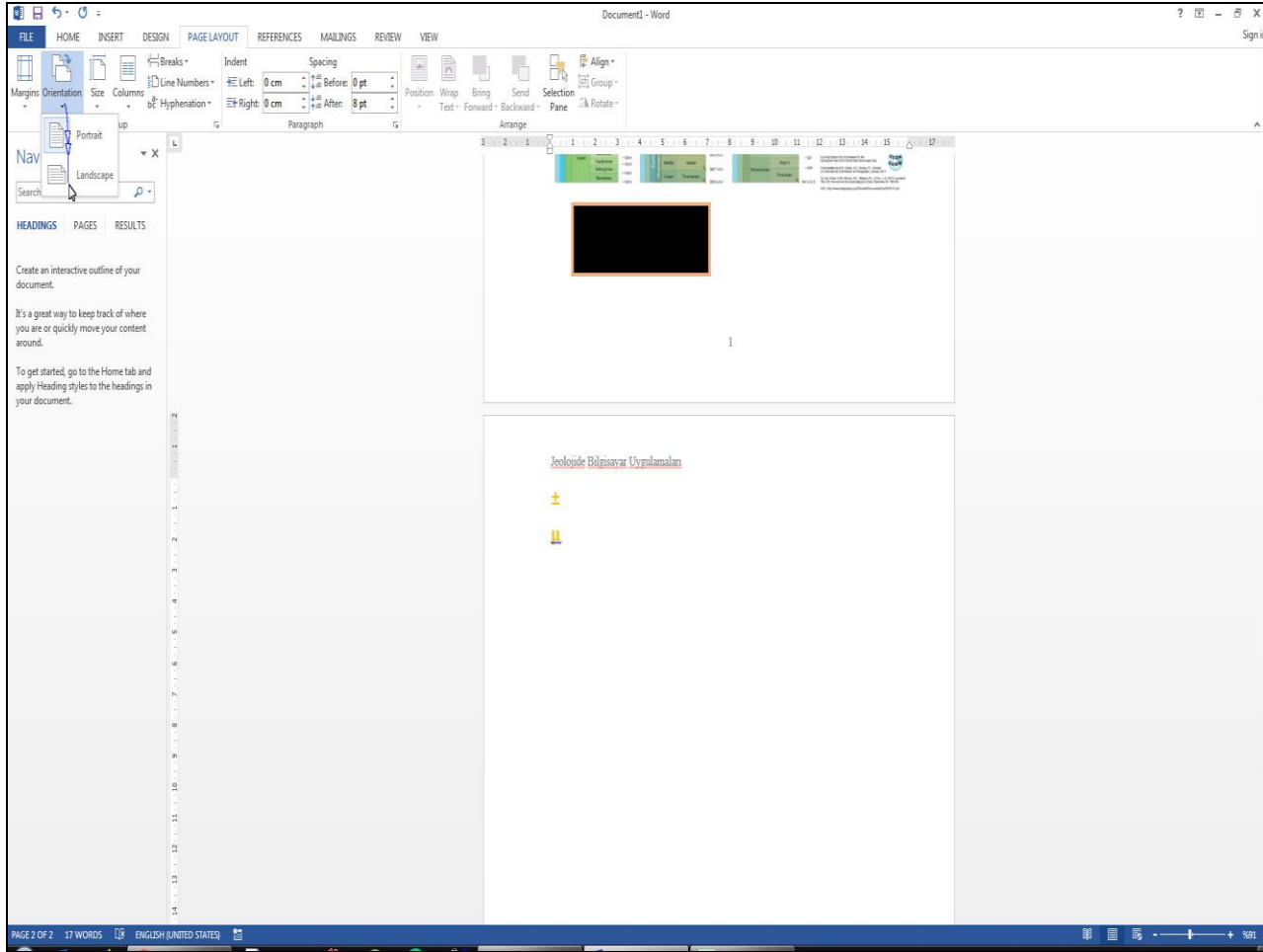
Slide 83 - Slide 83



Text Captions

Select **Orientation**

## Slide 84 - Slide 84



## Text Captions

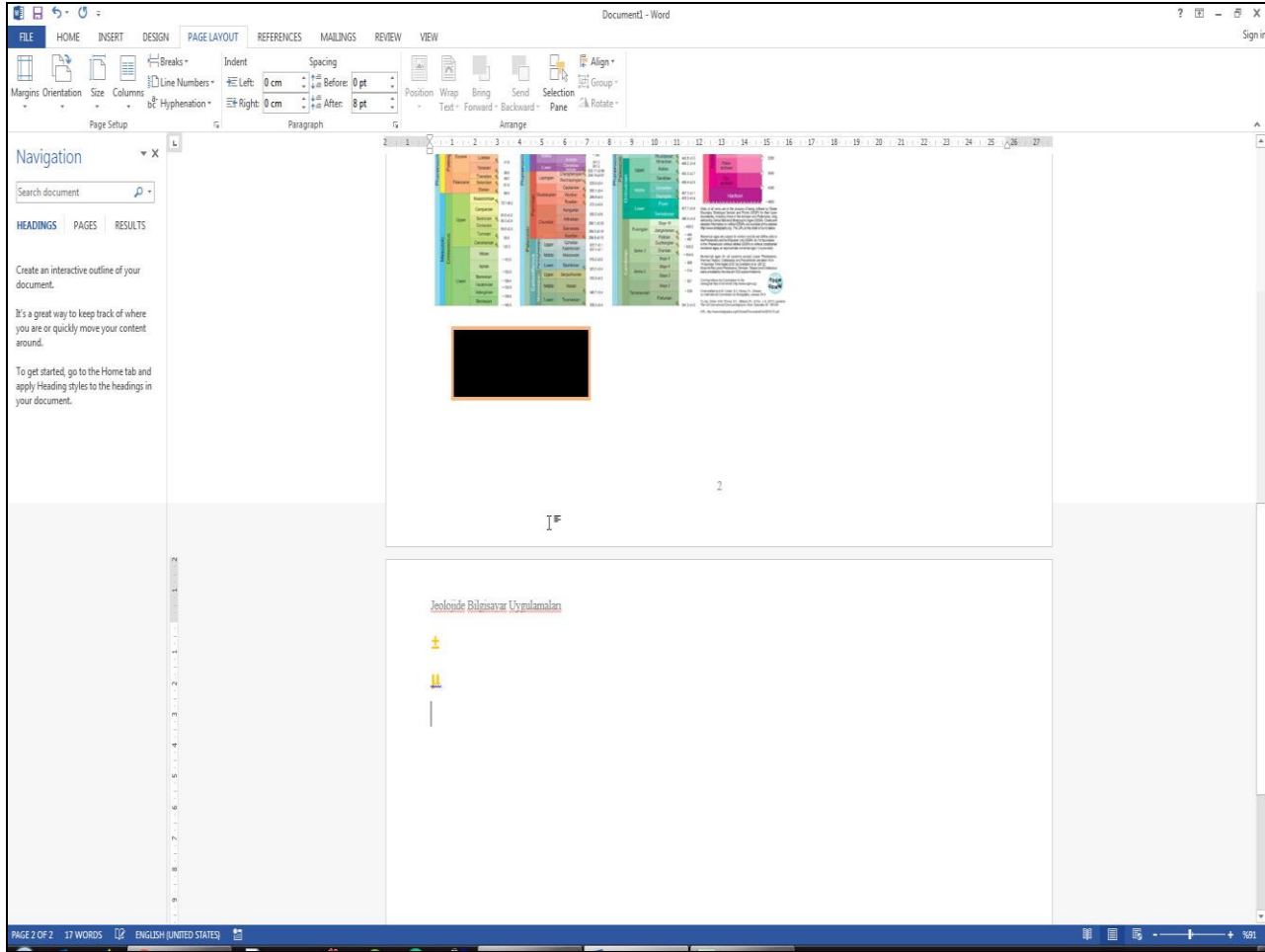
Select the **Landscape** item

Slide 85 - Slide 85

The screenshot shows a Microsoft Word document titled "Document1 - Word". The ribbon includes FILE, HOME, INSERT, DESIGN, PAGE LAYOUT, REFERENCES, MAILINGS, REVIEW, and VIEW. The "PAGE LAYOUT" tab is active, showing options for Margins, Orientation, Size, Columns, Line Numbers, Hyphenation, Indent, Spacing, Position, Wrap, Bring, Send, Selection, and Rotate. The "Navigation" pane on the left is open, showing a search bar and options for HEADINGS, PAGES, and RESULTS. The main content area displays a table of contents for "INTERNATIONAL ORNITHOLOGICAL YEAR 2015" from the International Commission on Stratigraphy. The table lists various countries and their respective ornithological activities. Below the table, there is a black rectangular area with a mouse cursor, and a section titled "Jeolojide Bilimsel Uyumlanma" with two small icons.

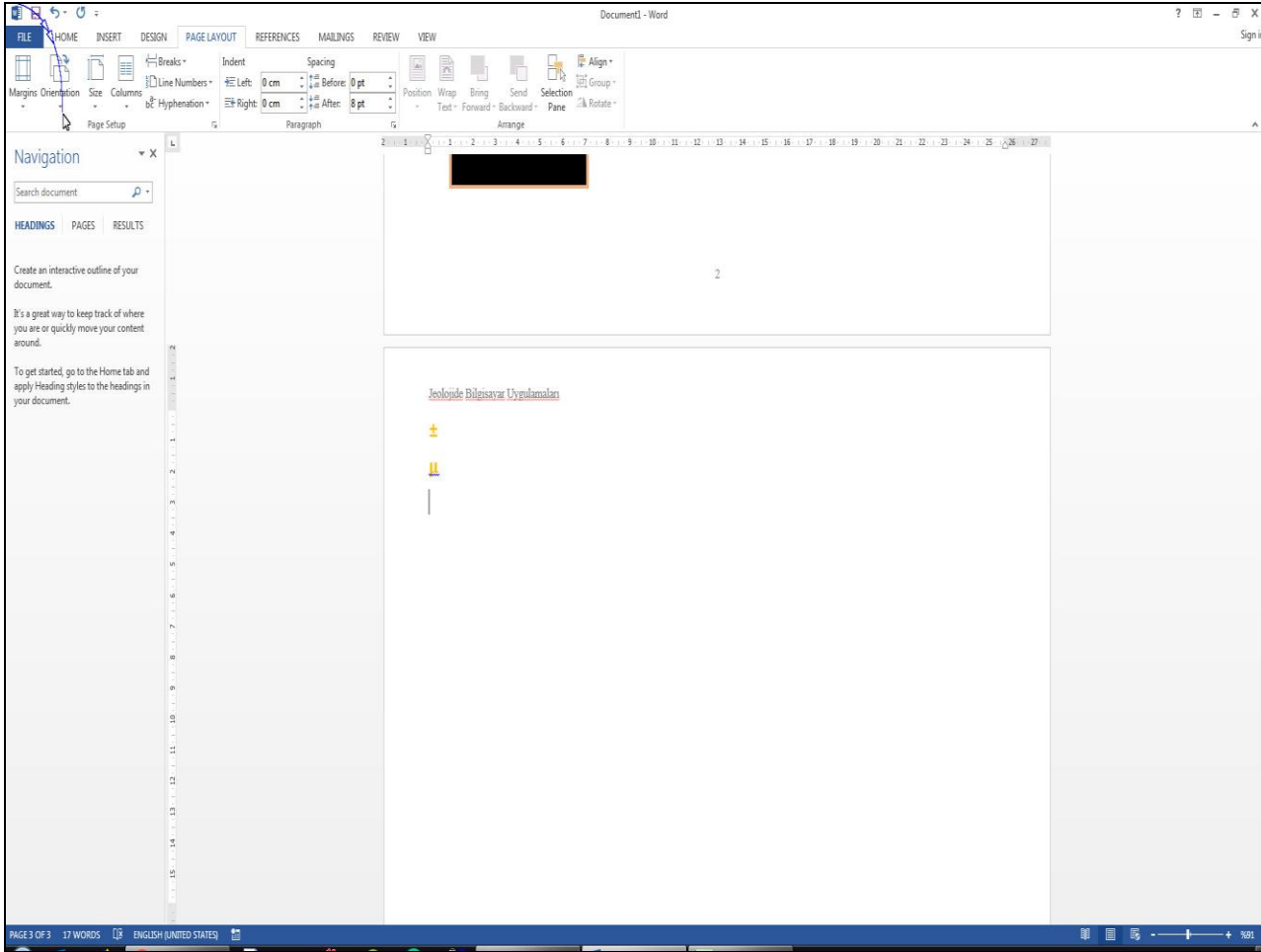
Text Captions

Slide 86 - Slide 86



Text Captions

## Slide 87 - Slide 87

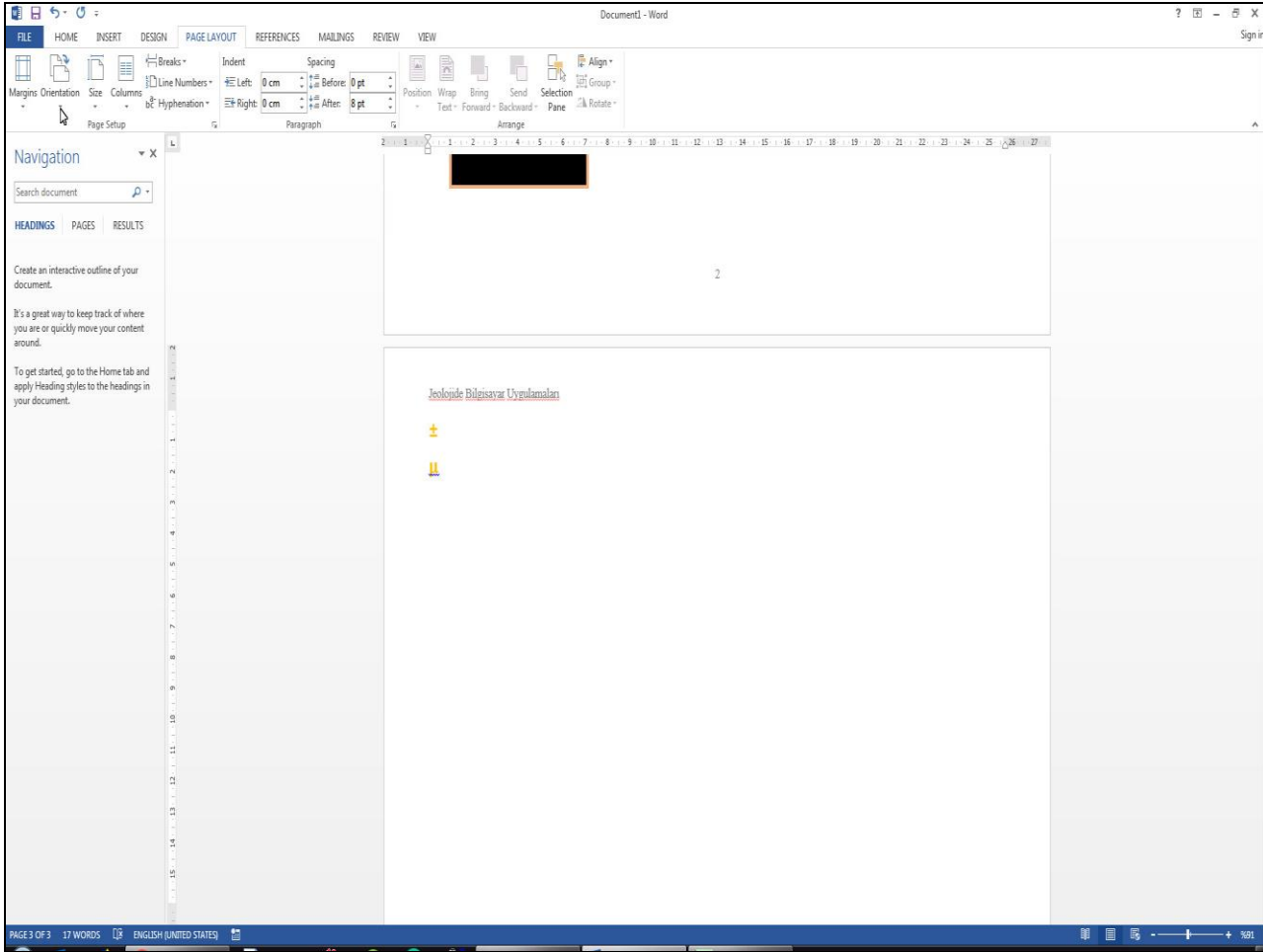


## Text Captions

Click the **Page Setup** toolbar



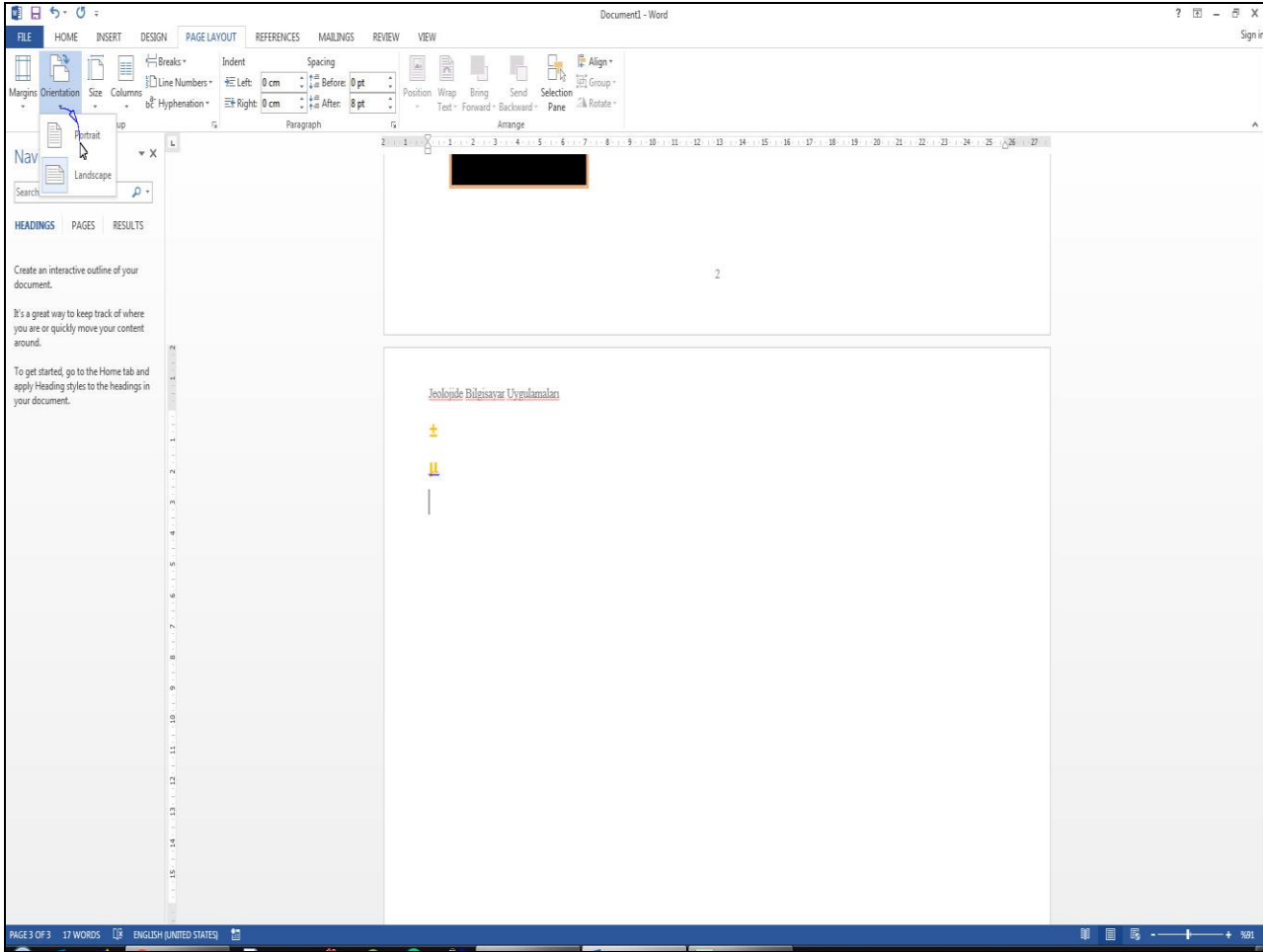
Slide 88 - Slide 88



Text Captions

# Select Orientation

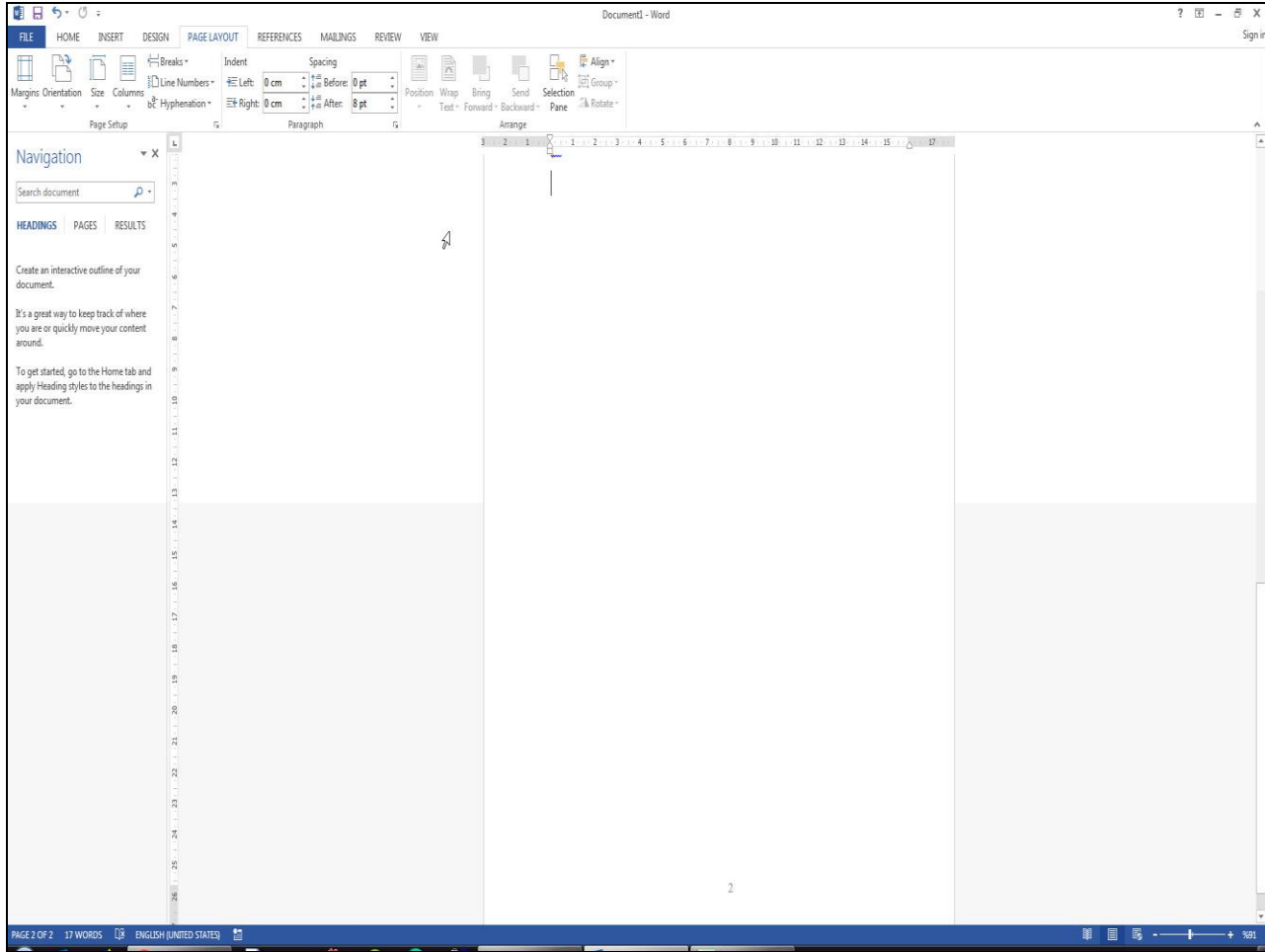
## Slide 89 - Slide 89



## Text Captions

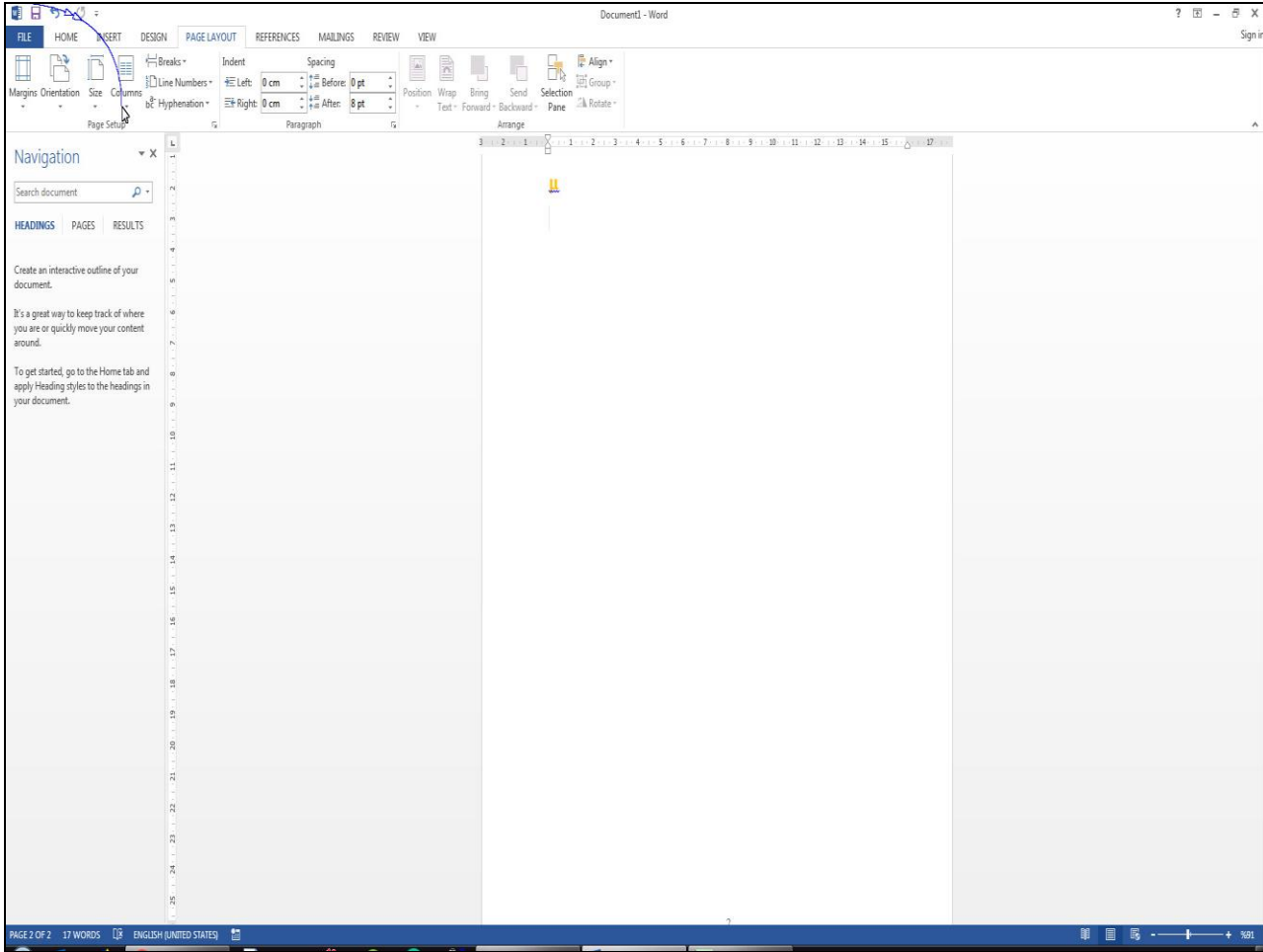
Select the **Portrait** item

Slide 90 - Slide 90



Text Captions

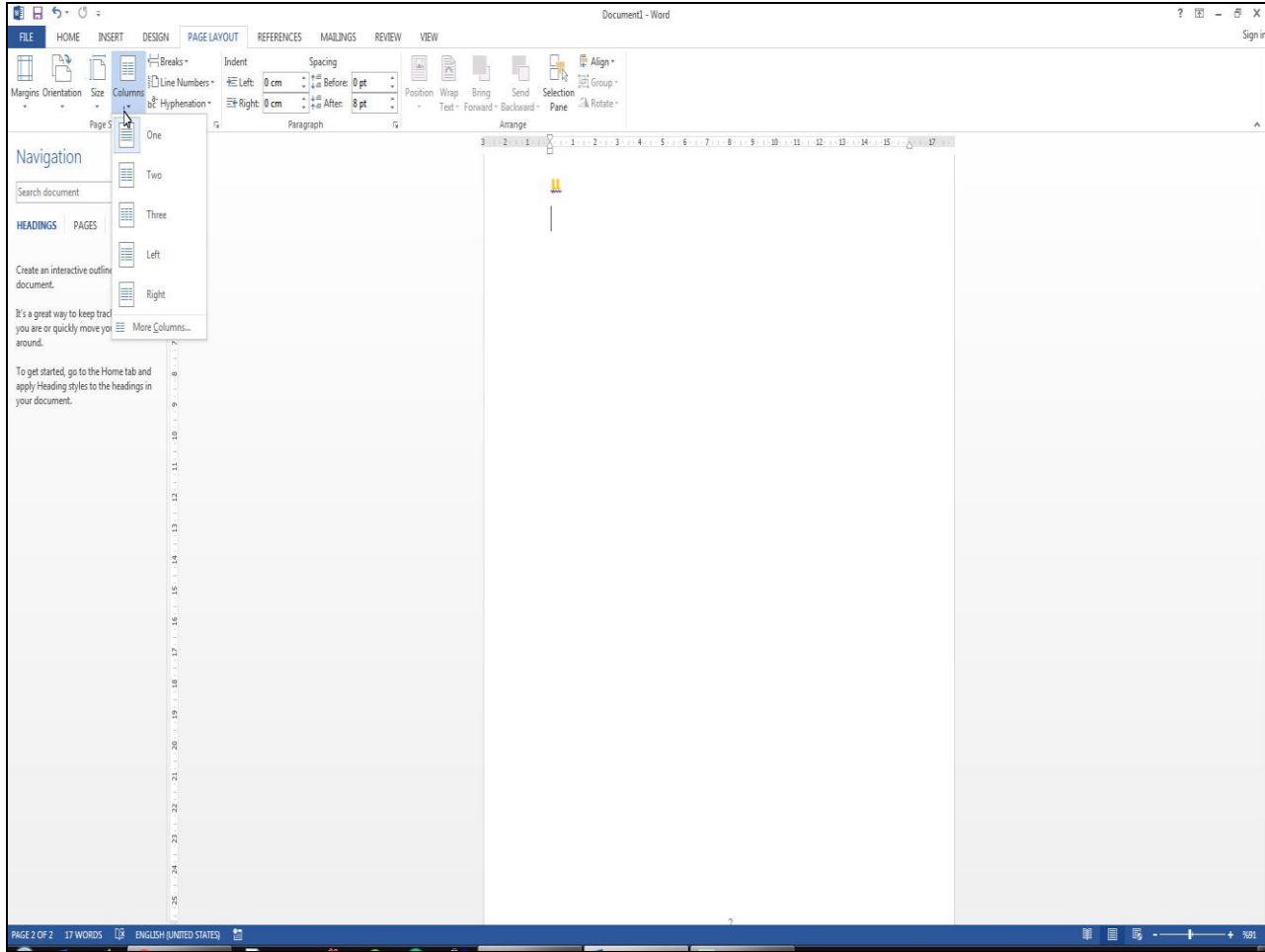
Slide 91 - Slide 91



Text Captions

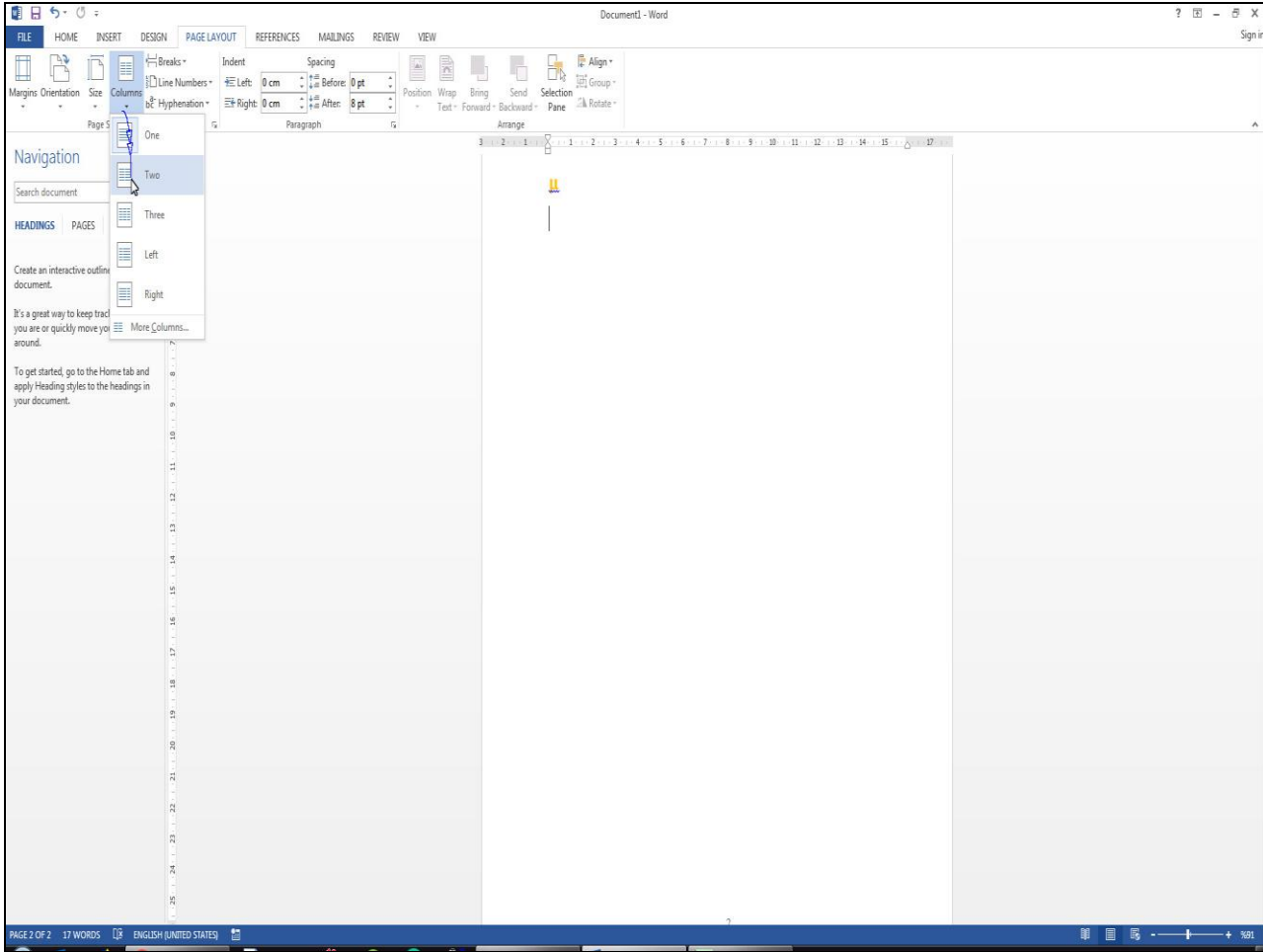
# Select Columns

Slide 92 - Slide 92



Text Captions

## Slide 93 - Slide 93



## Text Captions

Select the **Two** item

## Slide 94 - Slide 94

The screenshot shows the Microsoft Word 2019 interface. The ribbon includes FILE, HOME, INSERT, DESIGN, PAGE LAYOUT, REFERENCES, MAILINGS, REVIEW, and VIEW. The Navigation pane on the left shows a search document and a list of headings. The main document area contains the following content:

2.  $\text{SiO}_2$   $\text{Fe}^{+2}$

3. JEOLJİDE  
BİLGİSAYAR  
UYGULAMALARI

Öğrenci No	Adı	Soyadı

INTERNATIONAL CHRONO  
www.stratigraphy.org International

The chart below the table is a geological time scale chart showing various geological periods and their durations in millions of years (Ma).

At the bottom of the Word window, the status bar shows: PAGE 1 OF 1, 17 WORDS, ENGLISH (UNITED STATES), and a zoom level of 100%.

## Text Captions

Press **Enter** key

## Slide 95 - Slide 95

The screenshot shows a Microsoft Word document with the following content:

Navigation pane (left):

- Search document
- HEADINGS | PAGES | RESULTS
- Create an interactive outline of your document.
- It's a great way to keep track of where you are or quickly move your content around.
- To get started, go to the Home tab and apply Heading styles to the headings in your document.

Main content area:

2. SiO<sub>2</sub> Fe<sup>+2</sup>

3. JEOLJİDE  
BİLGİSAYAR  
UYGULAMALARI

Öğrenci No	Adı	Soyadı

INTERNATIONAL CHRONO  
www.stratigraphy.org International

The chart shows geological time scales with various periods and their corresponding dates. The chart is divided into several color-coded sections: yellow, orange, green, blue, and purple.

Page 1 of 1 | 17 WORDS | ENGLISH (UNITED STATES) | 100%

## Text Captions

Press **Enter** key



## Slide 96 - Slide 96

The screenshot shows a Microsoft Word document titled "Document1 - Word". The ribbon includes FILE, HOME, INSERT, DESIGN, PAGE LAYOUT, REFERENCES, MAILINGS, REVIEW, and VIEW. The PAGE LAYOUT ribbon is active, showing options for Margins, Orientation, Size, Columns, Hyphenation, Indent, Spacing, Paragraph, and Arrange.

The document content includes:

- Chemical formulas:  $2. SiO_2$  and  $Fe^{+2}$
- Title: **3. JEOLJİDE BİLGİSAYAR UYGULAMALARI**
- Table with columns: Öğrenci No, Adı, Soyadı
- INTERNATIONAL CHRONO chart from [www.stratigraphy.org](http://www.stratigraphy.org)

The status bar at the bottom indicates "PAGE 1 OF 1", "17 WORDS", and "ENGLISH (UNITED STATES)".

## Text Captions

Press **Enter** key

## Slide 97 - Slide 97

The screenshot shows the Microsoft Word interface with the **REFERENCES** tab selected in the ribbon. The document content is as follows:

2.  $\text{SiO}_2$   $\text{Fe}^{+2}$

3. JEOLJİDE  
BİLGİSAYAR  
UYGULAMALARI

Öğrenci No	Adı	Soyadı

INTERNATIONAL CHRONO  
www.stratigraphy.org International

The chart below the text is a geological time scale chart showing various geological periods and their durations in millions of years (Ma).

At the bottom of the Word window, the status bar shows: PAGE 1 OF 1 | 17 WORDS | ENGLISH (UNITED STATES) | 100%

## Text Captions

Select the **References** tab



## Slide 99 - Slide 99

The screenshot shows the Microsoft Word interface with the **REVIEW** tab selected in the ribbon. The document content is as follows:

2. SiO<sub>2</sub> Fe<sup>+2</sup>

3. JEOLJİDE  
BİLGİSAYAR  
UYGULAMALARI

Öğrenci No	Adı	Soyadı

INTERNATIONAL CHRONO  
www.stratigraphy.org International

The chart below the title is a geological time scale chart showing various geological periods and their corresponding dates in millions of years ago (Ma).

At the bottom of the Word window, the status bar shows: PAGE 1 OF 1 | 17 WORDS | ENGLISH (UNITED STATES) | 100%

## Text Captions

Select the **Review** tab

## Slide 100 - Slide 100

The screenshot shows the Microsoft Word interface with the 'REVIEW' tab selected in the ribbon. The document content is as follows:

2. SiO<sub>2</sub> Fe<sup>+2</sup>

3. JEOLÖJİDE  
BİLGİSAYAR  
UYGULAMALARI

Öğrenci No	Adı	Soyadı

INTERNATIONAL CHRONO  
www.stratigraphy.org International

The chart below the title is a geological time scale chart showing various geological periods and their corresponding dates in millions of years ago (Ma). The chart is color-coded by period: Quaternary (yellow), Neogene (orange), Paleogene (green), Mesozoic (purple), and Paleozoic (blue).

At the bottom of the Word window, the status bar shows: PAGE 1 OF 1 | 17 WORDS | ENGLISH (UNITED STATES) | 100%

## Text Captions

Select the **View** tab

## Slide 101 - Slide 101

The screenshot shows a Microsoft Word document titled 'Document1 - Word'. The ribbon is set to the 'VIEW' tab. The 'Navigation' pane is open on the left, displaying a search bar and a list of headings. The main content area contains the following elements:

2. SiO<sub>2</sub> Fe<sup>+2</sup>

3. JEOLJİDE  
BİLGİSAYAR  
UYGULAMALARI

Öğrenci No	Adı	Soyadı

INTERNATIONAL CHRONO  
www.stratigraphy.org International

The geological chart shows a timeline of geological periods and their corresponding dates. The periods are color-coded and listed in two columns. The first column includes periods like Permian, Triassic, Jurassic, Cretaceous, Paleogene, Neogene, and Quaternary. The second column includes periods like Paleozoic, Mesozoic, and Cenozoic. The dates are listed in years, ranging from 252 to 0.

## Text Captions

Press **Escape** key

## Slide 102 - Slide 102

Document1 - Word

FILE HOME INSERT DESIGN PAGE LAYOUT REFERENCES MAILINGS REVIEW VIEW

Read Mode Print Layout Web Layout Draft

Outline Ruler Gridlines Navigation Pane Zoom 100% Page Width

View Side by Side Synchronous Scrolling Reset Window Position Switch Windows Macros

Navigation

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2.  $\text{SiO}_2$   $\text{Fe}^{+2}$

3. JEOLÖJİDE  
BİLGİSAYAR  
UYGULAMALARI

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