Chapter 10 Review

Single-Line Text and Additional Text Tools

**Name:** **Click here and type your name**

Click in the shaded area and type your answer for each question. Use the [Tab] key to move from one answer field to the next.

1. List two ways to access the TEXT command.

Click here and type your answer

2. Write the control code sequence required to draw the following symbols using the TEXT command.

A. 30°

B. 1.375±.005

C. ∅24

D. NOT FOR CONSTRUCTION

3. Explain the function and purpose of fields.

4. What is different about the default on-screen display of fields compared to that of text?

5. How can you access the Field Update Settings dialog box?

6. Explain how to convert a field to text.

7. What is a quick way to check your spelling within a current text editor?

8. How do you change the current word if you do not think the word displayed in the Suggestions: text box of the Check Spelling dialog box is the correct word, but one of the words in the list of suggestions is the correct word?

9. Identify two ways to access the Check Spelling dialog box.

10. How do you change the main dictionary for use in the Check Spelling dialog box?

11. Why might you want to create more than one custom dictionary?

12. What happens if you double-click on multiline text?

13. Describe how to find and replace text when an mtext or single-line text editor is open.

14. Name the command that allows you to find text and replace it with different text without activating a text editor.

15. When using the SCALETEXT command, which base point option would you select to scale a text object using the current justification setting of the text as the base point?