Exercise 5

Create a table and enter the following text:

|  |  |  |  |
| --- | --- | --- | --- |
| **Learner Name** | **Demographic Form** | **Copy of Licence** | **Copy of PrDP** |
| Rasephya M.A. | Yes | Yes | No |
| Khoza C | Yes | Yes | No |
| Modise P | Yes | Yes | Yes |
| Makgatho J.S | Yes | Yes | Yes |

Save your table as: table practice followed by your name.

Adding a cell to a table

On the **Table** menu, point to **Insert**, and then click **Cells**.