1. You might choose the Preferences pulldown to set up  
a. size of font (typeface).  
b. color of a border.  
c. typographer's quotes.  
d. the direct selection tool.

2. The selection tool icon looks like  
a. a small arrow.  
b. a small I-beam.  
c. a small box.  
d. a small dog.

3. Placing is the word InDesign gives to  
a. moving guidelines into a document.  
b. importing text into a document.  
c. bringing rulers into a document.  
d. working in the pasteboard around a document.

4. Threaded text is  
a. text before it's been styled to match body copy.  
b. text set on a pasteboard.  
c. text set on a border.  
d. text that stays together as you move it.

5. A wrap could be  
a. text that flows around a photo.  
b. text that flows around an illustration.  
c. both a and b.  
d. None of the above.

6. A reverse is a graphic art term for  
a. white or light type, dark background.  
b. black or dark type, light background.  
c. both type and background are the same color.  
d. guidelines over rules and borders.

7. Grouping makes it easier for a graphic artist  
a. to move each element of a design independently.  
b. to draw borders around a design.  
c. to move each element of a design together.  
d. to draw rules on a page.

8. Swatches in InDesign refer to   
a. use of strokes (lines).  
b. use of color.  
c. use of shapes.  
d. use of paper stock.

9. You might want to set up a style in InDesign if  
a. you want all your photos to be in color.  
b. you want your reverses to vary from 10 percent gray.  
c. you want all your type to be 12 pt garamond.  
d. you want all you publications to measure 8 1/2 by 11 inches.

10. Guidelines in InDesign help you to  
a. organize elements on a grid.  
b. find quick answers to functions in the toolbox.  
c. design publications for specific audiences.  
d. organize documents in folders.