

Spoken Tutorial

LibreOffice Writer - Inserting images

**Script and Narration by
DesiCrew Solutions Pvt.Ltd.**

Talk to a Teacher Project

<http://spoken-tutorial.org>

National Mission on Education through ICT

<http://www.sakshat.ac.in>

7 Sep 2011



Learning Objectives



Learning Objectives

1. Inserting an image file into a document



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Learning Objectives

1. Inserting an image file into a document
2. Inserting tables



Learning Objectives

1. Inserting an image file into a document
2. Inserting tables
3. Inserting hyperlinks



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OS and versions



OS and versions

Here we are using:

- ▶ **Ubuntu Linux 10.04**



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OS and versions

Here we are using:

- ▶ **Ubuntu Linux 10.04**
- ▶ **LibreOffice Suite version 3.3.4**



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Hyperlinks



Hyperlinks

- ▶ A user following hyperlinks is said to navigate or browse the hypertext.



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What is a Hyperlink?



What is a Hyperlink?

A hyperlink

- ▶ is a reference to a document that the reader can directly follow, or that is followed automatically.



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What is a Hyperlink?

A hyperlink

- ▶ is a reference to a document that the reader can directly follow, or that is followed automatically.
- ▶ points to a whole document or to a specific element within a document.



Summary



Summary

1. Inserting an image file into a document



Summary

1. Inserting an image file into a document
2. Inserting tables



Summary

1. Inserting an image file into a document
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Comprehensive Assignment



Comprehensive Assignment

- ▶ 1. Open practice.odt



Comprehensive Assignment

- ▶ 1. Open **practice.odt**
- ▶ 2. Insert an image into the file.



Comprehensive Assignment

- ▶ 3.Insert a table with 3 rows and 2 columns.



Comprehensive Assignment

- ▶ 3. Insert a table with 3 rows and 2 columns.
- ▶ 4. Make an hyperlink to open www.google.com website when you click on the image in the file.



About the Spoken Tutorial Project



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- ▶ Watch the video available at http://spoken-tutorial.org/What_is_a_Spoken_Tutorial
- ▶ It summarises the Spoken Tutorial project



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- ▶ If you do not have good bandwidth, you can download and watch it



Spoken Tutorial Workshops

The Spoken Tutorial Project Team

- ▶ Conducts workshops using spoken tutorials
- ▶ Gives certificates to those who pass an online test
- ▶ For more details, please write to contact@spoken-tutorial.org



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- ▶ It is supported by the National Mission on Education through ICT, MHRD, Government of India
- ▶ More information on this Mission is available at

<http://spoken-tutorial.org/NMEICT-Intro>



About the contributor

- ▶ This tutorial has been contributed by **DesiCrew Solutions Pvt.Ltd.**
- ▶ **www.desicrew.in**
- ▶ Thanks for joining

