

MIST Operational Quick Tips Sheet for Students: Text Edit & Notepad

TEXT EDIT

NOTEPAD

Use the text editing tools available to help format your answers correctly. These tools include:

- **Bolding**, *italics*, and underline
- Cut, copy, and paste
- Undo and Redo
- Insert or remove a bulleted list, and increase or decrease a list level
- Increase or decrease font size
- Insert tab to indent your paragraphs

	Bold		Paste		Outdent
	Italics		Undo		Spell Check
	Underline		Redo		Zoom in
	Cut		Bullets		Zoom out
	Copy		Indent		Tab

Use the Notepad tool at the top of the screen to capture notes about a specific question. Move the notepad around the page by dragging it with your mouse. Choose Save and Close to save notes, which will be available when you return to the question.

Typing and editing answers will be easier by using the notepad edition tools to:

- Select and drag notes from the notepad to the text box.
- Cut, copy or paste notes elsewhere in the notepad or in the text box.
- The undo tool will undo any changes within the notepad, while the redo tool will bring previous changes back.

Save and Close

EXPAND PASSAGE

Some tests have a passage to read. Use the Toggle the Passage Size arrows to widen the passage. Select them again to make the passage narrow. All of your work is saved when the passage is expanded.

Each speaker presents a specific view on the jar in which he fights. Write an essay analyzing each speaker's view. Consider how each speaker develops his point of view, using structure and the effect that is created as a result. Include textual evidence from both passages to support your answer. Manage your time carefully so that you can

- Plan your essay
- Write your essay

Your written response should be in the form of a multi-paragraph essay. Spend about 90 minutes on this essay, including the time you spend reading the passage(s), planning and writing your essay.

Type your answer in the space provided.

The poem, written in 1918, is told from the point of view of a World War I Irish aviator.

I know that I shall meet my fate
Somewhere among the clouds above;
Those that I fight I do not hate
Those that I guard I do not love;
5 My country is Kiltartan Cross,
My countrymen Kiltartan's poor,
No likely end could bring them loss
Nor law, nor duty bade me fight,
Nor public man, nor cheering crowds,
10 A lonely utterance from their selfless
And my contrived account.