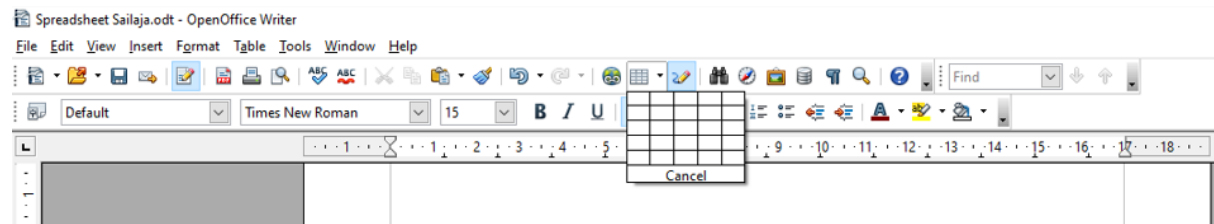# Text Document 2 for Windows

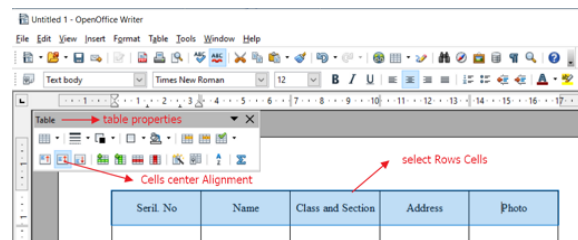Open the Open office text document.

Then insert table and choose the no of columns and Rows. Then type Name, Class and section, Address, Photo in the table.

Each child in the group need to write those details in the table.

Example

Then type the Table Heading is Serial. No, Name, Class and section, Address, Photo in the table.

Children can take a photo using computer, phone or tab. Insert the photo in the Photo column of the table.

Children like to add any information; they can add more rows or columns.

Serial. No	Name	Class and Section	Address	Photo
1	KIRUTHIKSHA S	VIII A	DOOR NO: 2/155, KOIL STREET, MELMALAYANUR VILLAGE & TALUK, VILUPURAM DIST - 604204.	
2	SHARMILA M	VIII A	DOOR NO: 1/64 MARIYAMMAN KOIL STREET, SIRUTHALAIPOONDI VILLAGE MELMALAYANUR TALUK, VILUPURAM DIST - 604204.	
3	JEEVAGAN S	VIII A	KOIL STREET, MELMALAYANUR VILLAGE & TALUK, VILUPURAM DIST - 604204.	