**Computer Applications
MS Word Chapter 1 Test**

**Flyer 1:** As secretary of your school’s Student Government Association, you are responsible for creating and distributing flyers for spring break group goings. This year, you have planned a trip to Settlers Resort. The flyer should contain two digital pictures appropriately resized; Urbanteach Website contains two pictures called Cabin 1 and Cabin 2, or you can use your own digital pictures if they are appropriate for the topic of the flyer. The flyer should contain the headline, *Feeling Adventurous?* and this signature line: Call Lyn at 555-9901 to sign up. The body copy consists of the following, in any order: Spring Break- Blast to the Past. Settlers Resort is like a page right out of a history textbook! Spend five days living in the 1800s. The bulleted list in the body copy is as follows: One-room cabins with potbelly stoves, Campfire dining with authentic meals, and Horseback riding and much more.

 Use the concepts and techniques resented in this chapter to create and form this flyer. Be sure to check spelling and grammar. Submit your assignment to my email at trussell@d49.org.

 **Flyer 2:** You are planning a yard sale and would like to create and post flyers around town advertising the upcoming sale. The flyer should contain two digital pictures appropriately resized; Urbanteach Website contains two pictures called Yard Sale 1 and Yard Sale 2, or you can use your own digital pictures if they are appropriate for the topic of the flyer. The flyer should contain the headline, Yard Sale!, and this signature line: Questions? Call 555-9820. The body copy contains of the following, in any order: Hundreds of items for sale. After 20 years, we are moving to a smaller house and are selling anything that won’t fit. Everything for sale must go! The bulleted list in the body copy follows: When: August 7th, 8th, 9th from 9:00 a.m. to 7:00 p.m.; Where: 139 Ravel Boulevard: and What: something for everyone- from clothing to collectibles.

Use the concepts and techniques resented in this chapter to create and form this flyer. Be sure to check spelling and grammar. Submit your assignment to my email at trussell@d49.org.

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 **Poster 3:** As a part-time employee at the Village of Crestwood, your boss has asked you to create and distribute flyers for the upcoming fireworks extravaganza. The flyer should contain two digital pictures appropriately resized; Urbanteach Website contains two pictures called Fireworks 1 and Fireworks 2, or you can use your own digital pictures if they are appropriate for the topic of the flyer. The flyer should contain the headline, Light Up The Sky, and this signature line: Call 555-2983 with questions. The body copy consists of the following, in any order: Join Us!, The Village of Crestwood will present its tenth annual Light UP The Sky fireworks extravaganza on August 8th at 9:00 p.m. during the end summer celebration in Douglas Park. The bulleted list in the body copy follows: Pork chop dinners will be sold for $3.00 beginning at 6:00 p.m., bring chairs and blankets, and the Admission is free.

Use the concepts and techniques resented in this chapter to create and form this flyer. Be sure to check spelling and grammar. Submit your assignment to my email at trussell@d49.org.

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