Microsoft Word Class-Work Week 4.

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![MCj02310680000[1]]()our class assignment is to make a one-page flyer for Eastaboga Hotel (**or the Hospitality company of your choice**). Your advertisement should try to convince a customer that your products and/or services are the best in town! The following requirements **must be met** :

1. 1.75cm Top Margin, .1.75cm Bottom Margin,
2.5cm Left Margin, 2.5cm Right Margin
2. Use at least **two** different fonts in your flyer.
3. Use at least **two** different font sizes (one of them must be 12).
4. Insert **two** pieces of clipart or two pictures you have saved from the internet.
5. Use Borders and Shading somewhere in the flyer.
6. Use bold, italics, and underline somewhere in the flyer.
7. Place your name in the **Footer** in font size **10**.
8. Place your student number in the **Footer** in font Size **10**
9. Use **WordArt** for the title of your business. Center the title.
10. Use a bulleted list and a numbered list in your flyer.
11. Insert a table (at least 2x2) in your flyer.
12. Spell Check everything.

**NOTE**:

Do ***not*** use spaces to position text on the page. Use the centre text option, indents or tabs to do so.