

## *Computer Study Club Activity - 10 points!!*

Directions: Write a story about a boy who lost his jacket. The story must have at least six sentences. For help, please follow this guide: 1. Tell who the boy is and describe him. 2. Tell how he lost his jacket. 3. Tell how he felt when he found out that he didn't have his jacket. 4. Tell what he did. 5. Tell what he told his parents when he got home. 6. Tell what happened in the end.

- ✓ Use the spell check to check and correct your spelling mistakes
  - Tools - Spelling & Grammar
- ✓ After the end of your story, hit the enter key on the keyboard 2 times and type the number of words in your story. DO NOT COUNT THEM!!
  - Tools - Word Count
- ✓ Write the title of the story, "The Lost Jacket" using WordArt.
- ✓ Change the font in the story to the following:
  - Comic Sans MS style
  - 12 pt.
  - A blue color
- ✓ Type your first and last name on top (right or left side) of the paper.
  - View - Header and Footer
- ✓ Type the date on the bottom corner (right or left side) of your paper.
  - View - Header and Footer
- ✓ Insert a picture of the boy's lost jacket.