

CGS 1570

Chapter 5: Word

Assignment 3

Name: _____ Section (Time/Day): _____

Printouts

Note: Download the files required for the text and store them on your media (preferably a USB drive)

The files required for this assignment are found in the directory *Word Volume 1, 1/e* at <http://www.prenhall.com/exploring>

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|---|---|---|
| 1 | Hands On Exercise 1 (pp. 243-248) | |
| 2 | Hands On Exercise 2 (pp. 258-264) | |
| 3 | Hands On Exercise 3 (pp. 272-276)
Print the document | 1 |
| 4 | Practice Exercise 1 (pp. 281-282)
Print the document | 1 |
| 5 | Practice Exercise 2 (pp. 282-283)
Print the document | 1 |
| 6 | Capstone Exercise (p. 289)
Print the document | 1 |

Staple your printouts in order and attach cover page when submitting the assignment.