Congratulations! You have been hired to do the following:

* *Part 1 - Create a Word document flyer (instructions below)*
* Part 2 - Create an Excel budget based on a career of your choosing
* Part 3 - Create a Power Point presentation on a university or technical college

**Part 1: Microsoft Word One Page Flyer with a Picture and Table**

You will create a flyer promoting an event for your idea/business. Events include open house, grand opening, release date, athletic event or team event. Need ideas? Ask Mrs. Hasan!

Make sure you use appropriate spelling/grammar and use creativity when designing your flyer.

Step 1: Research examples of good and bad flyers around the school or online.

* Think of what makes a good flyer
* Think of what makes a bad flyer

Step 2: Design your flyer based on what information you want to include, text, font, color and style.

* Use good design judgment based on your research.

Step 3: Create the flyer in Microsoft Word

Flyer must include:

* Title
* WordArt
* Stylized Text (Bold, Italics or Underline)
* Bullet Points
* Photo
* Page Border

Check that you have completed all the required sections of the flyer, and then print it out and turn it in (put your name on the back). Also, please upload a copy into your Google Drive (in your Computer Apps folder).

Grading Rubric

Title: \_\_\_\_\_

WordArt: \_\_\_\_\_

Stylized Text (Bold, Italics or Underline) \_\_\_\_\_

Bullet Points: \_\_\_\_\_

Photo: \_\_\_\_\_

Page Border: \_\_\_\_\_

Creativity: \_\_\_\_\_

Clean Design: \_\_\_\_\_

Spelling/Grammar \_\_\_\_\_