Publisher Pre-Test

- Save as Publisher Pre-Test in your Computer Skills' Folder.
- Do the steps below in order.
- When you are done, please upload this to CMS.

1. Open Microsoft Publisher.
2. Select Blank 8.5 x 11".
3. Insert a text box, type your first and last name.
4. Change your name to Comic Sans, size 36, and the font color to Standard Color Light Blue.
5. Change the text box fill color to Standard Yellow.
6. Add a Red 6pt shape outline to the text box.
7. Insert a text box, type Computer Skills, change the font style to Broadway, and change the font size to 52.
8. Give the Computer Skills text an Accent 2, 18 pt glow effect.
9. Change the page background to Accent 1 Vertical Gradient.
10. Insert a picture of your favorite food and apply the Thick Matte, Black picture style.
11. Insert a smiley face and change the shape fill color to Standard Yellow.