



Project 4-4 (pages 167–171)

Apply Styles in a Flyer

Directions: After you have finished your project, determine whether you have completed the criteria listed in the left column. Fill in the checklist in the shaded columns below and then turn the rubric in to your teacher along with your project.

Criteria	Student Checklist		Teacher Evaluation
	Completed	Not Completed	Comments
Save Data File 4-4a with a new name. In the scratch area, ungroup items. Delete clip art.			
Follow Figure 4.18 to reformat the <i>Eagle Eye Care</i> text box. Add the phone number.			
Place the <i>Caring...</i> text box below the title. Format in a 24 pt elegant script font.			
Align the bulleted list at the left margin. Delete tabs, asterisks, and hyphens. Turn off All Caps.			
Format <i>Contacts</i> in Bodoni MT Black with 12 pt spacing before paragraphs. Use to create a new <i>Section Head</i> style.			
Apply Section Head style to <i>Lasik</i> and <i>Glasses</i> .			
Position <i>Manager Special</i> text bottom right. Remove All Caps. Right align text.			
Follow Figure 4.22 to format the text and add a 3 pt dashed line and 28 pt scissors dingbat.			
Left align the office hours and address in the bottom corner. Use same font as coupon text.			
Insert the picture behind the text. Resize and crop. Add a 6 pt border.			
Evaluate your design according to PARC principles.			