





6. Select and change the cells to the correct font, font size and text alignment...

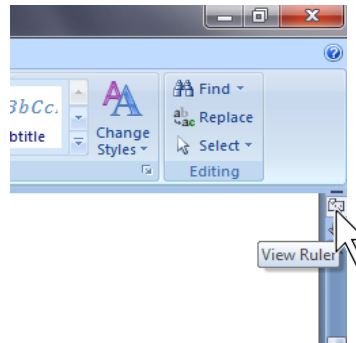

Make these cells...

- Center aligned
- Times New Roman
- Size 18

Make these cells...

- Center aligned
- Times New Roman
- Size 14


7. If the ruler isn't showing, open the ruler.



**\*Hint!** You can make columns wider and thinner by using the Move Table Column buttons in the ruler. You are to have 3 lines of text in each cell.



**\*Hint!** You can use copy and paste to assist you with the cell information.

