**Objective:** Students will use their skills in MS Word to create a personal newsletter.

**Requirements:**

* Save as LastName\_Newsletter to your Word folder on Cobra
* 1-1.5 pages
* 3-5 stories
* 2 columns w/ appropriate breaks, etc.
* 2 images (with style effect)
* Page border
* PROFESSIONAL FORMATTING!

When finished, copy completed newsletter to your “to be graded” folder on Cobra.

**Example:**

