**Word Lesson 6 – Working With Graphics**

**Instructions:**

* Create a folder in mydocuments: **wordlesson6xx**. Save all assignments to this folder. (including this assignment form). When all projects are completed, compress the folder and dropbox. DO NOT SEND ANYTHING INDIVIDUALLY. I WILL NOT ACCEPT IT.
* Do not print anything.
* Follow the assignments in order listed in the table below.
* Date when you complete each assignment.
* You will have 2 days to complete Lesson 6. If you do not complete it, you will be required to come to flex time for only **ONE** time to finish. If you do not finish it during flex time, you will be required to complete it at home. All assignments will be due on Friday, Feb. 26.
* You will turn in whatever you have by midnight on Feb. 26. I WILL NOT ACCEPT ANY OF LESSON 6 AFTER FEB. 26. (exceptions: snow day, snow delay, sick – must have proof that you are sick). If any of the exceptions occur, you will be given additional days based on the number of days missed up to March 4.

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| **Page Number** | **Assignment** | **Instructions** | **Date Completed**  |
| Read pp. WD137-WD171 | Read and complete step-by-steps | As you read the chapter, complete the Step-by-Steps 6.1-6.16. **Save under wordlesson6 folder. Let me see it when you are done before moving on to next assignment. I will need to check you off before you can move on.**  |  |
| Chapter review form  | Chapter review  | Complete the chapter review (vocabulary, fill in the blank, true/false and matching). **Save as word lesson6 chapter reviewxx.** **You will complete the form and save to your word lesson6 folder.**  |  |
| p. WD173 | Project 6-1 | Follow instructions for the project. Do not print. Save to Wordlesson6 folder. |  |
| p. WD175 | Project 6-3 | Follow instructions for the project. Do not print. Save to Wordlesson6 folder. |  |
| p. WD175 | Project 6-4 | Follow instructions for the project. Do not print. Save to Wordlesson6 folder. |  |
| p. WD176 | Activity 6-1 | Follow instructions for the project. Do not print. Save to Wordlesson6 folder. |  |