## **Project MS Word**

Your Word file must include all of the following:

- Header and Footer, the header will have the document title on the left.
  The footer will include the page numbering and the total number of pages (centered) as well as the current date (on the left).
- · An automatically generated table of contents
- An automatically generated figure caption, to include the figure number and the legend of it
- · A figure must complete the text that precedes or follows it
- · An automatically generated table of figures
- Design a cover page with a text title. The title should represent the topic being studied.
  - Note: Numbering must not be shown on this page
- Use "bullets list" and "numbering lists" to structure paragraphs
- Spacing between lines should be 1.15
- Align the text using Justify
- Create at least one table and insert an automatically generated list of tables