

CLASS : PRIMARY FIVE WORK

- 1. You are provided with the following passage. Read it carefully and answer the questions that follow;**

PUPILS MODEL

Leila had a tough decision to make. Would she go to the mall and get her favourite tennis player's autograph? Or would she spend the time practicing her own tennis tournament next week?

"There's no right choice," she moaned to her sister, Tasha.

"Maybe there's a happy middle," suggested Tasha. "Can you do both?"

At first Leila just moaned again, assuming her sister's idea was impossible.

Then she remembered Grandpa John, who always said,

"Nothing is impossible if you try hard enough."

Maybe Tasha was on the right track after all.

Question:

Open a word document and type the passage above then format it according to the following instructions.

- a. Underline the heading and put it in bold letters. (5marks)
- b. Format it to Times New Roman. (5 marks)
- c. Put the font size to 12. (5 marks)
- d. Line spacing should be 1.5 (5 marks)
- e. Create a folder on the desktop in your name and save the word document in it. (5marks)

