

## HW1

Please prepare a short letter, explaining:

***Why you have chosen your major in Istanbul Şehir University and what you would like to gain from your departments and the university.***

Rules:

- Add a date in *dd/mm/yyyy* format before the heading and align it to the right
  - o Date should be written:
    - 11 pt font size
    - ARIAL font type
- Heading of the letter is your name and surname
  - o Heading should be written in:
    - Capital letters,
    - 14 pt font size
    - ARIAL font type.
    - Use center alignment
- Letter should be maximum 150 words, minimum in 3 paragraphs and maximum 1 page
  - o Letter should be written in:
    - 11 pt font size
    - ARIAL font type
  - o Use double (1.5) line and paragraph spacing
  - o Justify the paragraphs
  - o Add a figure in your text:
    - Write it with ARIAL font type,
    - 11 pt font size
    - Use center alignment
    - Write its caption in italic under it.
    - Center the caption

**DEADLINE: 02/10/2019 – 23:00**