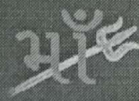


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J.P.



TECHNO SOLUTION AND SERVICE

Shop No.5-6, Anand Appartment, Bramhakumari Road, Nr. Vakhariya Store,
Mahavir Nagar, Himmatnagar

Page Makes Practicals

Practical:- 1

* Make an attractive visiting card of any titles (subject) having size of 2" x 3.5" in tall without latex.

Step 1:- First create new File From menu then you get on dialog box that is document setup.

Step 2:- Set the custom then orientation table then the dimension as 2" x 3.5" size & all margin, then after ok.

Step 3:- Create visiting card.

Step 4:- First write a ~~mobile~~ numbers left & right side by using Text control Palate.

Step 5:- Write a center name "Purusshottam Singh" by using Text control Palate & also set style Bold & underline.

Step 6:- Write a address of to middle by using Text control plate & also write phone no..

Step 7:- Put a logo by using image control Palate which are in Tool Box.

D.L. Patel Institute of Management & Technology

**P.G.D.C.A. / B.C.A. College,
"Vidhyanagari"**

**(Affiliated with H.N.G. UNI, PATAN
(Managed by Vishwamangalam Kelavni Mandal)**

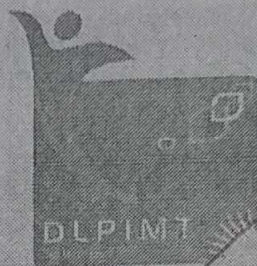
Himatnagar By Pass, HIMATNAGAR - 383001

Dist : Sabarkantha, Gujarat, (India)

Ph. : +91 2772 244 621, **Fax** : 245 120

website : www.vidhyanagari.org

E-mail : info@vidhyanagari.org



COMPUTER JOURNAL

Name : _____

Roll No. _____ **Batch No.** _____

Seat No. _____ **Subject Code** : _____

Subject Name : _____

Year : _____ **To** _____

Practical :- 2

* Create an attractive book title of any given subject having size of 8" x 6" in tall without latex.

Step 1 :- First create the new File from menu then you show a dialog box.

Step 2 :- Document Setup Box.

Step 3 :- Set a Page For custom Size.

Step 4 :- Set dimension 8" x 6" size & all margin are set in & then after ok.

Step 5 :- Now open MS Word.

Step 6 :- select Insert Menu & select sub option Picture & select word arts.

Step 7 :- Now write book title menu in word arts.

Step 8 :- Press ok button.

Step 9 :- Create a suitable logo.

a. Copy logo & paste into the PageMaker & set into latex.

b. Now add another text or image as require.

c. Now arrange as image in sequence.

Step 10 :- set height & width option.

Step 11 :- Now change the color of borderline.

Step 12 :- Save your application with the specific image name.

Step 13 :- Save & Finish.

NATIONAL CD

CD NAME

Practical:- 3

* Create an attractive C.D. title of any given subject having proper size without latex.

Step 1:- open pagemaker & click on File menu.

Step 2:- click on new button & set size box of C.D. dimension $2'' \times 2''$ inch.

Step 3:- Press ok button.

Step 4:- Select bound area button on tool bar.

Step 5:- click on text button from tool box.

Step 6:- set back color with click the arrow button & fill the color.

Step 7:- Now create C.D. without latex.

Step 8:- select the margin option from edit menu.

Step 9:- open the pagemaker & paste text from edit menu.

Step 10:- open the MS Word.

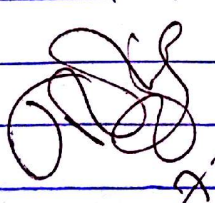
Step 11:- select the some word art & write the report.

Step 12:- All things copy & paste into pagemaker.

Step 13:- set the color of the page book ground from MS Word.

Step 14:- select fill color in properties window.

Step 15:- select the two colors from window & press ok.

 7-10-2018

Step 16:- Copy it & paste it into
PagesMaker.

Step 17:- Save option from the File menu.

Step 18:- Give the unique name with
extension.

Step 19:- Finish.