**Activity Title here…**

**Submitted by: Submitted to:**

Name of the Student Name of the Instructor

*Course Year and Section* *Instructor of (CourseCode [ex:ITEC103])*

**Title would be Arial – 12**

The following text would be Arial 11

Spacing will be 1.5

The document is already formatted.

In case there’s a picture it should be like this:

*Picture here…*

**Figure 1.** *Title of the figure or picture*

In case there’s a table it should be like this:

**Table 1.** *Title of the table*

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