Formatting Fun
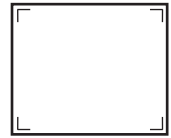
L**esson** 5

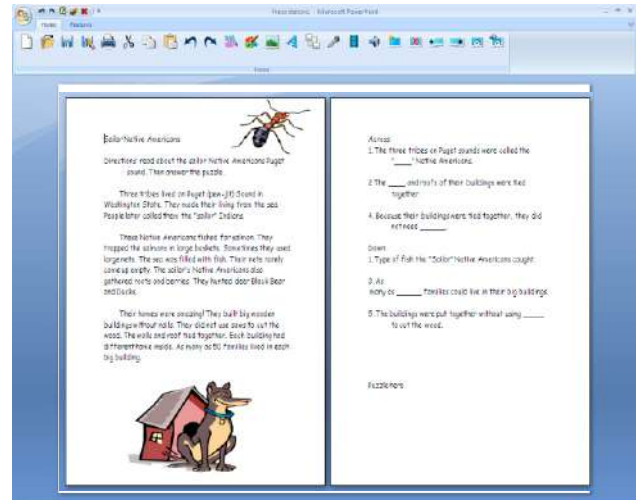## Activity 1

Directions:

1. Launch **MaxWrite**.
2. Open and perform **Lesson 5 Activity 1 Format Puzzle**.
3. Perform the following:
   a. Set the title to bold.
   b. Underline the direction.
   c. Italicize the paragraphs of the article.
   d. Answer the puzzle.

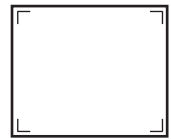4. Save the activity as **Format Puzzle**.
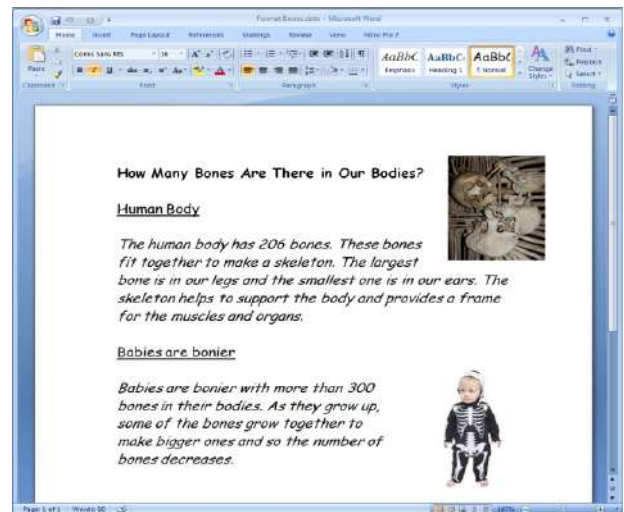
Preview:

〈Score〉

Activity 2

Directions:

1. Launch **MaxWrite**.
2. Open and perform **Lesson 5 Activity 2 Format Bones**.
3. Do the following:
   a. Align the text to the right and to the center.
   b. Apply 1.5 line spacing to the text.
   c. Apply landscape orientation.
   d. Change the font of the title to Castellar.
   e. Change the font size of the title to 20.
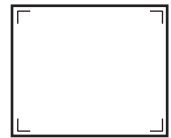
4. Save the activity as **Format Bones**.

Preview:

〈Score〉

Format in Nature

Lesson **5**

Score

Activity 3

Directions:

1. Launch **MaxWrite**.
2. Open and perform **Lesson 5 Activity 3 Inside Earth**.
3. Read the paragraph about earth and apply the following formats to the document:

Title and subtitle
* font type - Times New Roman
* font size = 36

Paragraphs
* increasingly adjust the font size from the first paragraph to the last and apply font color and text effects too
* apply different font type in each paragraph
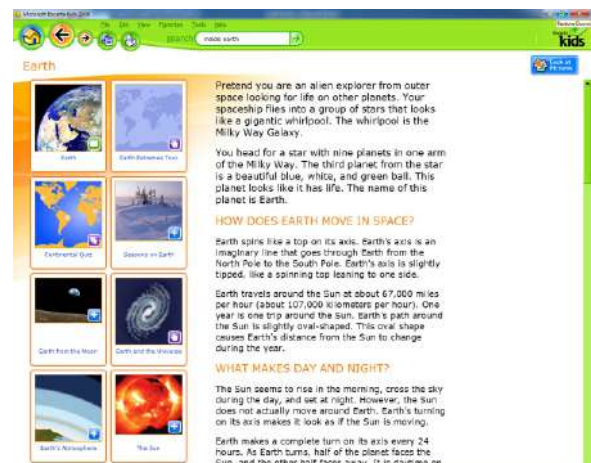
5. Save the activity as **Inside Earth**.

Preview:
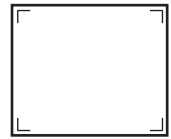

Activity 4

Directions:

1. Launch **MaxWrite**.
2. Open and perform **Lesson 5 Activity 4 Inside Earth**.
3. Open Encarta Kids and search information about the earth and add at least three paragraphs of the document. Apply line spacing in each paragraph.
5. Save the activity as **Inside Earth Updated**.
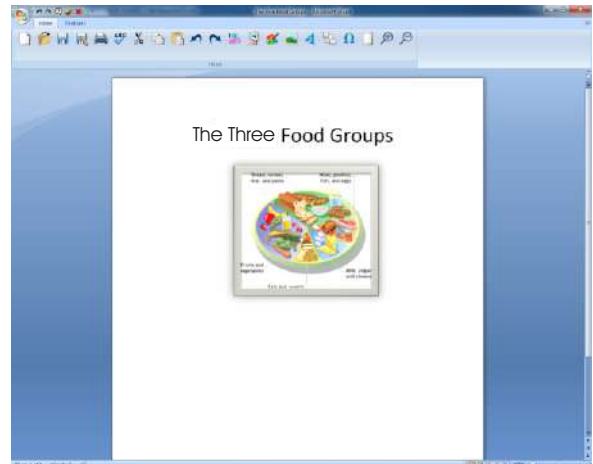
Score

Format in Nature

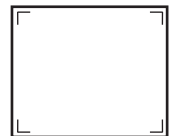**L**esson **5**

Activity 5
Directions:

1. Launch **MaxWrite**.
2. Launch Encarta Kids and research about the three food groups.
2. Open and perform **Lesson 5 Activity 5 The Three Food Groups**.
3. List the three food groups with examples. Apply the numbered list as well as the bullets' buttons to the examples in each group.

4. Save the activity as **Three Food Groups Bulleted.**

Preview:

Activity 6
Directions:

1. Launch **MaxWrite**.
2. Launch Encarta Kids and research plants used for food.
2. Open and perform **Lesson 5 Activity 6 Plants Used for Food**.
3. List at least 25 plants used for food. Providing pictures on each plant would be great, but it's not necessary.
4. Save the activity as **Plants Used for Food Identified.**