

# I Made It (3)

## Formatting Text

### Activity 56

## Lesson 20

Score

Directions:

1. Launch MaxCount.
2. Open the document that you have saved as **I made it**.
3. Follow the steps on how to display the Formatting toolbar. Refer to your Worktext for your guide.

\* Perform the following:

- a. Set the first row to bold.
- b. Set the second row to Italic.
- c. Underline the third row.



After performing the following, set the text back to its normal format.

4. Follow the steps on how to align text. Refer to your textbook for your guide.

\* Perform the following:

- a. Align the first row to the left.
- b. Align the second row to the right.
- c. Align the third row to the center.

After performing the following, set the text back to its previous alignment. Save the activity to its current filename.