Task 1:

Graphical user interface, application, Word

Description automatically generated

Task 2:

Graphical user interface, text, application

Description automatically generated

Task 3:

Graphical user interface, application, Word

Description automatically generated

Task 4:

Graphical user interface, application

Description automatically generated

Graphical user interface, application

Description automatically generatedGraphical user interface, application

Description automatically generatedGraphical user interface, application

Description automatically generated