Lab 07

OPEN ENDED LAB - 01

LAB OBJECTIVE:

The objective of this open-ended lab is to develop and demonstrate practical proficiency in using **Microsoft Word** to create professional, well-formatted documents and data-driven reports.

LAB TASK

- Choose any **real-life topic or problem** of your interest (e.g., environmental awareness, event planning, budgeting, product sales analysis, fitness tracking, etc.). The goal is to:
    - ✓ Document the project in MS Word
    - ✓ Analyze related data using MS Excel

OR

- **Design student ID card using MS Word tools**.

Note: Write each steps to design Student card.

Student identification is the unique number assigned to all full-time and part-time students at a post-secondary institution. All students receive an identification card, with their name, ID number and a photo of themselves displayed.