🎇 Assignment 03: Mini Ocean Poster 🎇
(10 Mins)

Goal: Make a simple poster with text boxes in Word.

Why: Learn Word fast + have fun with ocean facts! 🐬

📋 Easy Steps

1. **Start Word**
   - Open Microsoft Word. ✅

2. **Add a Heading Box**
   - Click **Insert** > **Text Box** 📝 > **Simple Text Box**.
   - Type: "Ocean Fun" 🌊 or "Fish Fact" 🐟.
   - Make it big: Highlight it, go to **Home**, pick font size 20.

3. **Add a Fact Box**
   - Add another text box (same as Step 2).
   - Drag it below the heading.
   - Type: "Oceans are deep!" 🌍 or "Fish swim fast!" 🏞️ .

4. **Color It**
   - Highlight text, go to **Home**, pick **Font Color** 🎨 (like blue).
   - Click a text box, go to **Format**, pick **Shape Fill** (like light blue).

5. **Save It**
   - Click **File** > **Save As**.
   - Name it "YourName-Assignment03.docx". 💾

6. **Submit**
   - On or before 6th of August 2025 16:00pm.
   - **Attach** & send you submission to this email :
     udaya.kumara@ocu.ac.lk

🎉 **Done!**

You made a poster in 10 minutes! Show it off and feel proud! 🌟