

## **Activity 02 – Microsoft Word**

1. Open up the Last Session's Activity on Sri Lanka (Activity 02).
2. Add an appropriate border and the text "Sri Lanka – The wonder of Asia" as the watermark.
3. Insert an appropriate cover page. The Title should be "South Asian Countries"
4. Insert the following titles.
  - Chapter 01 – Sri Lanka
  - Introduction to Sri Lanka (Above 1<sup>st</sup> Paragraph)
  - History of Sri Lanka (Above 2<sup>nd</sup> Paragraph)
  - Socio – Political Details. (Above 4<sup>th</sup> Paragraph)
  - Political and Legal aspects (Above 4<sup>th</sup> Paragraph)
  - Cultural Aspects (Above 5<sup>th</sup> Paragraph).
5. Insert an appropriate chart to demonstrate the composition of ethnicities in Sri Lanka after the 5<sup>th</sup> Paragraph
6. Insert the page numbers in footer.
7. Insert a table of content.