Desktop Publishing Assignment #1
Create an EVENT POSTER for an event. Make it as close as possible to the example below. Include the following 7 concepts:

CONCEPT 1:
With the Drawing Tools draw graphic lines and shapes as exactly shown.

CONCEPT 2:
Create Word Art text for the title of your event (select a shape of your choice).

CONCEPT 3:
Add an appropriate Clipart image for your event (no photos).

CONCEPT 4:
Create a text box with the location of your event, use a colored background, a black, hairline border and a drop shadow.

CONCEPT 5:
Create a text box with rounded corners from autoshapes. Change the line border style to a thick colored line. Include four bulleted items explaining the purpose for the event.

CONCEPT 6:
Enclose the entire poster with a rectangle with rounded corners from autoshapes. Use 1/2 inch margins all around.

CONCEPT 7:
Create an oval that includes a text box for your name at the bottom of the poster.
Create a one month **CALENDAR** for any month in the *future*. Do *not* use a template. Your calendar must use the entire page and must include the following concepts:

**CONCEPT 1:**
Landscape Orientation (11 x 8 1/2 paper size) with *1/2 inch margins* all around. Your calendar should be completely contained in a 7 row by 7 column table.

**CONCEPT 2:**
Merge the cells of the top row and add **Word Art** text for the *month and year* (select a shape of your choice).

**CONCEPT 3:**
Add the days of the week to the second row. Make the *row height 1/2 inch*. Make the bottom line, below the days of the week, a 4 point thick black line. Hint: select row>Format>Table>select bottom line>change weight. Center all text vertically.

**CONCEPT 4:**
Add *gridlines* for the entire table. Select all cells of the table and right mouse click for table format properties. Click on the grid button.

**CONCEPT 5:**
Add the correct number of days in square equal sized text boxes. (Hold Shift while drawing). Hint: use the Ctrl key to select multiple boxes to copy.

**CONCEPT 6:**
Add 3 to 5 graphics located anywhere inside the calendar. Add 3 text boxes anywhere inside the calendar.

**CONCEPT 7:**
Add your name in the last box of the table.
Card Requirements
Create a greeting card for the occasion of your choice. You must sketch out a rough-draft copy, on paper, first. Do not use a Publisher template when you create your card.

⇒ Make a folded, hand-drawn, draft copy (use scratch paper)
⇒ 4 EVEN panels on a single page
⇒ Arrange>Layout Guides>all margins 0.25>2 columns and 2 rows>
⇒ Grid Guide Spacing 0.5>
⇒ Add center guide to insure equal margins
⇒ **Front of Card**: Section 1
---Border Art, One WordArt Box, one Graphic
⇒ **Inside Card**: Section 2
---One Autoshape filled with color with a graphic inside
⇒ **Inside Card**: Section 3
---Line Border, 2 Text boxes with 2 different fonts. Your own words for the text of the card.
⇒ **Back of Card**: Section 4
---An oval with the text: Designed by and your name at the bottom of the page.

Fold & turn in the draft & the final copy.
You are designing a Summer Camp for your favorite hobby or sport. Below are some items you want to consider when selecting elements for your brochure:

- **Who** should attend your camp? (age groups, gender, experience levels, disabilities)
- **What** activities will be done? (include a time schedule of events — morning, afternoon, evening. Consider meals, guest speakers, workshop sessions, company sponsors for free prizes or drawings, entertainment, etc)
- **Where** will your camp be located? (indoors, outdoors, hotel, park, community center, church)
- **When** does camp begin and end? (date & time, day(s) of the week, weekly, biweekly, all summer?)
- **Why** are you organizing this camp? (what are the benefits of attending this camp, what will participants learn or know after attending)
- **Materials.** Do participants need to bring any items with them to attend this camp?

Brochure Requirements:
Your brochure must include the following components:
- Two landscape pages. Click here for tutorial
  Do not use a template.
- For second page use Insert>Page
- 3 EVEN panels (both pages)
  - Arrange>Layout Guides>all margins .25
  - >3 columns and 1 row
- View>Rulers>shift & drag vertical & horizontal guides
- Text covers 70% of the brochure
- Body text = size 12pt. font (titles and headings may be larger)
- Images cover 30% of the brochure (Images may be from clipart or from the Internet)
- Images are not larger than 2 x 2 inches.
- No more than two different types of text fonts
- Equal margins around each panel.
- Equal panels when folded.
- Opens correctly (like a book, left to right)
- No more than two WordArt objects
- Lines and shading in at least two objects
- Appropriate use of color
- Your Name located on the bottom back panel