**Newsletter Project**

You must create a two-paged newsletter about an appropriate topic of your choice. Using the tools and skills that you have been taught in Word so far, you must incorporate the following features in your newsletter: four stories, two advertisements, justified paragraphs in 2-column format, appropriate character format (titles of stories are bigger and bolder than the stories themselves), at least one numbered or bulleted list, at least one table of information, and two additional images (in addition to advertisements). You must create an appropriate heading for the top of the newsletter that will show only on page 1. You must also include a footer with a centered page number and your name. Your newsletter should be single spaced in font size 12, and there should be a page border.

The newsletter should be written in your own words—no copy and pasting information. If any of the information in the newsletter is found to be plagiarized, 35 points will be lost and not recoverable (own words and spelling grammar).

This assignment will count as two test grades for this quarter. It is also a course benchmark.