

TABLE TEST

DIRECTIONS: USING MS WORD, RECREATE THE TABLE BELOW APPLYING THE TABLE PROPERTIES OUTLINED BELOW. YOU WILL NEED TO USE BORDERS, SHADING, MERGING & ALIGNMENT TO ACCOMPLISH THIS. USE A TEXTBOX TO ADD A HEADING TO YOUR PAPER.

Outside 4½ pt

24pt, Bold

Bottom 2 ¼ pt

3 pt

2 ¼ pt

12pt

Top Left

Top Center

Top Right

3 pt

Direction

18pt

Center Left

Center

Center Right

1½ pt

1½ pt

Bottom Left

Bottom Center

Bottom Right

Direction

TABLE PROPERTIES: 5 COLUMNS X 4 ROWS ➤ CELL SIZE: WIDTH=1”; HEIGHT=1” ➤ TEXT WRAPPING=AROUND (TABLE PROPERTIES) ➤ POSITION=CENTERED HORIZONTALLY & VERTICALLY RELATIVE TO PAGE ➤ FONT=ARIAL ➤ FONT AND BORDER SIZES ARE INIDCATED IN RED WITH WHITE BACKGROUND ➤ MATCH BORDER STYLE & SHADE COLORS AS BEST YOU CAN
