



## Homework 5.1

Directions; This is document Homework5.1. Follow the instructions below.  
When done, save with the same name.

***Set the Margin for this page as follows:***

Top: 1.25"  
Bottom : .5"  
Left: .75"  
Right .75".

***Right justify this sentence***

***Center this and the list below.***

William  
Barbara  
Gina  
Theresa  
Mary Beth  
Caroline  
Fred  
Philip  
Thomas  
Jonathon  
Anne  
Sarah

***Left Justify this sentence***

***Center this sentence***

Take this paragraph and put it into a ***newspaper column justification***.  
That means that the text is justified both of the left margin and the right  
margin. As you type, the text is expanded to fit the line evenly. Once you  
justify, add and delete some of your own text so see what happens to the  
text at each margin.

See the next page for the results-----

Results:

***Set the Margin for this page as follows:***

Top: 1.25"  
Bottom : .5"  
Left: .75  
Right .75

***Change the left margin for this block of text only to 1" on the ruler. You will do this by dragging the square box below the triangle under the number 1 in the ruler***

***Right justify this sentence***

***Center this and the list below.***

William  
Barbara  
Gina  
Theresa  
Mary Beth  
Caroline  
Fred  
Philip  
Thomas  
Jonathon  
Anne  
Sarah

***Left Justify this sentence***

***Center this sentence***

Take this paragraph and put it into a ***newspaper column justification***. That means that the text is justified both of the left margin and the right margin. As you type, the text is expanded to fit the line evenly. Once you justify, add and delete some of your own text so see what happens to the text at each margin..