Word Processing Application (25 points)

1. Garage Sale Flyer --- A friend is having a garage sale. He asks you to create a flyer to distribute in the neighborhood. Use any available features to create an informative eye appealing flyer. Save as usernameGarageSaleFlyer. Submit for grading.
2. List of Services --- You work for a photo lab. In addition to film developing, the lab also offers reprints, enlargements, slides, black-and-white prints, copies and restorations, posters, and passport photos. Your manager wants to include a list of services available with each customer's order, and he asks you to create it. List each service, how much it costs, and how much time it takes to complete. Choose an appropriate theme, and make effective use of Quick Styles, tabs, leaders, fonts, font size and style, colors, and effects. Save as usernamePhotoLab. Submit for grading.