

HOMework WEEK 7

Requirements: Students create a new folder **W7_Name_ID** in any location to save files. After finishing all the exercises, zip this folder and upload the zip file to the E-learning system.

1. Open the file *Data3_Tuan7.docx*, change the text “*Du lịch Đà Lạt*” to the WordArt style “*Gradient Fill – Dark Teal, Accent 4, Outline – Accent 4*” and format it as follows:

- Change the wrap text to *Tight*.
- Align center horizontally.
- Apply the text effect *Tight Reflection, 4 pt offset* to the WordArt (Text Effects → Reflection).
- Apply the text effects transform *Can Down*.
- Change the wrap text to *Square*.

2. Insert a Text Box at the end of page 1 and format it as follows:

- Insert the picture “*king.jpg*” into the Text Box, with the picture’s width 2.2”.
- The Text Box’s size: width 2.4”, height 3.1”.
- Enter the following text into the Text Box with font size 10 pt:
Phòng Deluxe King
Số người: Tối đa 2 người lớn
Hướng: Hướng núi
Diện tích phòng: 35m²
Số giường: 1 giường King
- Change the background’s color to *Green, Accent 1, Lighter 80%*.
- Change the border’s color to *Green, Accent 1, Lighter 40%*.
- Change its absolute position to 1.5” to the right of page horizontally and 6.9” below page vertically.

3. Copy the Text Box just created and format the new one as follows:

a. Change the picture in the Text Box to the picture “*twin.jpg*”

b. Change the text of the Text Box to:

Phòng Deluxe Twin

Số người: Tối đa 2 người lớn

Hướng: Hướng núi

Diện tích phòng: 35m²

Số giường: 2 giường đơn

c. Change the absolute position of the Text Box to 4.6” to the right of page horizontally and 6.9” below page vertically.

4. Save as the file *BTVN_W7.docx*.