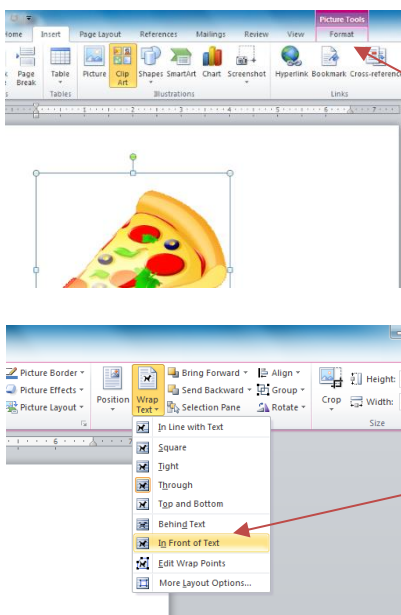


Desktop Publishing Practice: Menu Design

1. Create a new Word document.
2. Create a footer and type in your name and the class period.
3. Go to the page layout and change the layout to landscape.
4. Type the following greeting into your document, and center it:
 - a. Welcome to our restaurant! Here at our restaurant, you can experience the finest Italian home-style cooking! We hope you enjoy your visit and come back soon.
5. Make up a name for your restaurant and type it in using Word Art. Insert it above your greeting. You will need to change the **text wrapping** to **in front of text**.
6. Create a text box for each menu category (there are 3). Add bullets. Each item you are selling must have a bullet before it. You are selling the following:
 - a. **Appetizers:** Garlic Bread (\$2.50), Mozzarella Sticks (\$4.00), Flat Bread Mini Pizzas (\$5.00), Chef's Salad (\$3.00)
 - b. **Entrees:** Pizza (\$6.00), Spaghetti (\$8.50), Chicken Parmesan (\$10.00), Fettuccine Alfredo (\$9.00)
 - c. **Desserts:** Brownie Sundae (\$3.50), Chocolate Cheesecake (\$4.00), Molten Chocolate Cake (\$4.00), Gelato (\$3.00)
7. Change the font style and text color so that it matches the mood of your restaurant.
8. Add 2 clip art items for each category. Remember to adjust the text wrapping if your layout goes crazy when you insert these items. You must have 6 images total.
9. Add a page border.
10. Check your layout to make sure that everything you put on your design is balanced and looks nice.
11. Before you print, have a neighbor look over your assignment to make sure it follows the instructions.
12. Once you have completed all previous steps, print.
13. If you are not sure what your project should look like, there is an example on the next page.



To change Text wrapping:

1. Click on the item you need to change
2. Up at the top, there will be a new pink ribbon that says Picture Tools Format. Click on it.
3. Next, find the Text Wrap Button (looks like a page with lines and a black dog)
4. Click on it and choose "In front of text". This will allow you to move your images wherever you need to on the page.

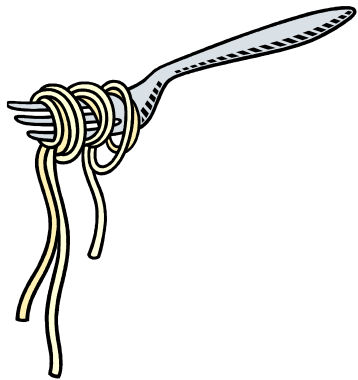
A Taste of Italy

Welcome to our restaurant! Here at our restaurant, you can experience the finest Italian home-style cooking! We hope you enjoy your visit and come back soon.



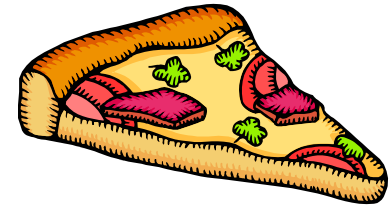
Appetizers

- Garlic Bread \$2.50
- Mozzarella Sticks \$4.00
- Flat Bread Mini Pizzas \$5.00
- Soup of the Day \$3.00



Entrees

- Pizza \$6.00
- Spaghetti \$8.50
- Chicken Parmesan \$10.00
- Fettuccine Alfredo \$9.00



Desserts

- Brownie Sundae \$3.50
- Chocolate Cheesecake \$5.00
- Molten Chocolate Cake \$4.00
- Gelato \$3.00

