

In the student's electronic file, check for the following items:  
1. Insert header & footer on Notes/handouts

Aspen Falls Fire District  
New Station Proposal

Apply design, color, and font themes  
Also, type text  
Also, subtitle: Apply WordArt  
Also, subtitle: Change font size

New Station Proposal

Type three bullet points

Proposed Engine Additions



Format background with picture  
Also, insert WordArt, size and move  
Also, apply fill to WordArt placeholder

Type text, create WordArt title

Rationale

ASPEN FALLS FIRE DISTRICT



Insert picture, type caption text  
Also, copy title from Slide 1  
Also, apply picture style