

Course
&
Test Series

 CBSE

 ICSE

 NTSE

 Banking &
Insurance

 Central Govt.
Service

 State Govt.
Services

 LAW
Entrance

 MBA
Entrance

 Railways & Metro
Services

...many more

abhyasonline.in

Self-Made Assignment - MS Word

Macros in MS Word

Make MS Word assignment and use macro option in MS Word.

The sun was beginning to set, casting long shadows across the quiet street. Birds chirped their final songs of the day as the sky shifted from bright blue to a soft gradient of pink and orange. A gentle breeze rustled the leaves on the trees, carrying with it the faint scent of blooming flowers. In the distance, a dog barked lazily, and somewhere nearby, the faint clinking of dishes hinted at dinner being prepared. It was a peaceful, fleeting moment, the kind that often goes unnoticed in the rush of daily life, but today, it felt like time had slowed down just enough to appreciate it. The sun was beginning to set, casting long shadows across the quiet street. Birds chirped their final songs of the day as the sky shifted from bright blue to a soft gradient of pink and orange. A gentle breeze rustled the leaves on the trees, carrying with it the faint scent of blooming flowers. In the distance, a dog barked lazily, and somewhere nearby, the faint clinking of dishes hinted at dinner being prepared. It was a peaceful, fleeting moment, the kind that often goes unnoticed in the rush of daily life, but today, it felt like time had slowed down just enough to appreciate it.

Make a macro for the following task:

- Record macro by using keyboard shortcut.
- And assign ctrl+7 and macro name computer.
- Change the font to **Arial Black** and set the size to **14pt**.
- Center the title and make it **bold** with a size of **13pt**.
- Change the **margins** to **1 inch** on all sides.
- Add a **header** with your institute name .