**CST-133W “Turn-In” Instructions**

**MS Word 2013 Lab Part II**

Work your way through the lab by reading and following the directions creating 2 Word documents.

**Unit C:** ([link](http://www3.delta.edu/cstfiles/CST-133/cst133_labPDFs/MS%20Word%20Part%20II/msofficeintrowor_unit_c_formatting_text_and_paragraphs.pdf)) On page 50 you will be directed to edit the WD C-1 document. On page 52, 54, 56, 58, 60, 62, 64, and 66, you will be asked to make changes to it. Save this document as you work and after completing all of the exercises.

**Unit D:** ([link](http://www3.delta.edu/cstfiles/CST-133/cst133_labPDFs/MS%20Word%20Part%20II/msofficeintroword_unit_d_formatting_documents.pdf))On page 78 you will be directed to edit the WD D-1 document and on page 80, 82, 84, 86, 88, 90, 92 and 94 you will make more changes. Save this document as you work and after completing all of the exercises.

***Submit your two documents as directed by your instructor.***