

Word Processing Project

HomeHelpers

HomeHelpers is a company that specialises in providing odd job services to households at reasonable prices. It provides services such as mowing lawns, removing weeds, cleaning windows, etc. You have been employed to prepare advertising materials that can be given to households. A two-page document will be required.

Investigation

There are possible graphics in the Industry, Nature and Plants sections of the ClipArt. Look through them and find images that you will use in your document.

Planning

Look at the data for Page 1 below and for Page 2 on the next page and draw Layout (or Mock-up) Diagrams to show how you plan the two pages to look. These sketches should include the format of the text, any images to be inserted, the drawing tools to be used, etc.

Production

Page 1

Page 1 is the front page of the advertisement. It will need a CLIPART image, a PAGE BORDER (on this page only) and the following text:

HomeHelpers

For all your household chores

Phone: 02 5943 9621