* Open the file **article.docx** from the Moodle.
* Create two new styles on text in paragraphs (**TEXT ABC**) and title (**TITLE** **ABC**)**,** use command - **Styles – New style…**
* Style **TITLE ABC** – **size 16, bold, italic, double underlined, red font colour, centred).** Apply this style on the subtitle on the second page.
* Style **TEXT ABC** – **size 12, bold, italic, justify, first line indent - 1,5 cm, line spacing 1, space after the paragraph - 6pt)** – apply it on the first two paragraphs.
* Save and close the file.
* Open the file **article.docx** from the Moodle again**.**
* Insert current Date at the end of the file – use tool Date and time.
* Insert 2 footnotes (1. page)
* **Kaspersky** – antivirus,
* **Baumgartner** – researcher
* Insert endnote, define the word Malware.
* Insert *Comment* to the text “cyberthieves” - individuals who steal from others using a computer.
* Insert diagram
* Insert page break before the titles. Insert page numbers to the footnote, first number will be at the third page of the file.
* Insert Cover page to the file.
* Save and close the file.