**Practice Activity #3:**

1. Below the directions, type your name (first and last).
2. Select your name. Change the font color to blue, the font style to Lucida Handwriting, and the font size to 72.
3. Deselect your name and type your address, the name of your state, and the name of your country.
4. Select your street address and change the color of your address to red and the font size to 18. Deselect once you have made the changes.
5. Select the name of your state and underline it.
6. Deselect the name of your state and select the name of your country. Change the font color to blue, the size 72, and make it **bold**.
7. Deselect the name of your country.
8. Click “undo typing” (see the arrows at the top in the blue ribbon).
9. Click “redo typing”.
10. Save your document to OneDrive and close.