1. Promjeni font slova u Times New Roman, a veličinu fonta postavi na 14.

U prozore i vratnice
lupa bura tmurnih ura;
dršću male dvokatnice.
Bura. Bura. Bura. Bura.

2. Poravnaj tekst u lijevu stranu.

Poravnaj me!

3. Poravnaj tekst na obostrano.

Poravnaj me!

4. Tekst oboji u plavu boju, te mu postavi stil fonta Kurziv (ukošeno).

O te muke tvoga plača,
o te pjesme tvoga brača
izbodene povrh drača:
buro, ti si blokus Brača.

5. Tekst poravnaj na sredinu, te mu dodaj efekt dvostruko precrtano.

Uredi me!

6. Dolje navedenom broju dodaj simbol za temperaturu (Celzijev stupanj).

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7. Dvije rečenice se nalaze u jednom odlomku. Podijelite ih na dva odlomka, te postavite prored između dva odlomka na 2,0.

Teče i teče, teče jedan slap. Što u njem znači moja mala kap?

8. Od imena gradova stvorite numerirani popis.

Split

Imotski

Zadar

Dubrovnik

9. Postavite donji tekst (slova A) u tri stupca. Oblikujte stupce tako da se između njih pojavljuje okomita crta.

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