**CAUSE POSTER FACT SHEET**

Set up a new Word File and name it as follows:

**(Your First) NameCausePosterFactSheet.docx**

Then at the top of the page put your . . . .

First and Last name

Cause Poster Fact Sheet

Graphic Design I

Period X

Set the line spacing on Double Spacing. Write your Fact Sheet using the paragraphs that you collected from the 4 resources. You should have at least 4 paragraphs of facts / information by the time you finish. You must write your fact sheet in your own words.
*If you do use the author’s words, word for word, line for line, you MUST use quotation marks:*

(“ . . . .“) at the beginning and the end of the phrase you use. Then you must also cite that resource by putting an asterisk (\*) at the end of that quote – outside the end quotation mark. For example:

*“Four score and seven years ago our fathers brought forth on this continent a new nation, conceived in liberty, and dedicated to the proposition that all men are created equal.”\* . . .*

Now, go to the resource Page, copy the Link you took quote from and paste it at the end of the Fact Sheet with an asterisk in front of it:

\*<https://en.wikipedia.org/wiki/Gettysburg_Address>

Then if you have a 2nd or 3rd quote you will always put the quotation marks. You will also add a 2nd asterisk (\*\*) after the 2nd quote, a 3rd asterisk (\*\*\*) after the 3rd quote and the same for the 4th quote. You should not use more than 4 quotes in an essay with only 12 sentences. Your final essay might look something like this the next page. Then read beyond the next page to know how to Save and Send it to me as an attachment

in an e mail.

Your Name

Cause Poster Fact Sheet

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Period X

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\*<http://www.lipsum.com/feed/html>

\*\*<http://generator.lorem-ipsum.info/>

\*\*\*<https://en.wikipedia.org/wiki/Lorem_ipsum>

\*\*\*\*<http://lorem-ipsum.perbang.dk/>

Finally, Save the Word file as follows:

 **(Your First) NameCausePosterEssayPdX.docx**

Save it in your Cause Poster Project Folder

**Send it to me at:** Amelie.Babkie@stlucieschools.org

As an attachment

Use your Student Webmail Account, on the District Website

Thank you for all your good work!