

<b>SUBMITTED BY:</b> Marcia Bernas
<b>STRATEGY NAME:</b> Communicating Using MS Word Drawing Tools
<b>PURPOSE/OBJECTIVES:</b>  To master the use of MS Word Drawing Tools Skills To enhance communication skills between students and business leaders within the community.
<b>MATERIALS NEEDED:</b>  MS Word
<b>PROCESS:</b>  Students would be responsible for contacting a business representative within the community in order to obtain a layout or map of a business or fire route plan. (ex. Dominick's Warehouse)  Using the drawing tools feature in MS Word, students would need to replicate the structure adding in any additional features necessary to enhance the illustration as well as a legend/key.  After completing the assignment, a thank you should be written to the business leader.
<b>ADDITIONAL NOTES OR COMMENTS:</b>