1. Start a new document and enter the following text:

Makkah

Makkah

Mecca or Makkah is a city in the [Hejaz](https://en.wikipedia.org/wiki/Hejaz) in [Saudi Arabia](https://en.wikipedia.org/wiki/Saudi_Arabia), the capital of its [Makkah Region](https://en.wikipedia.org/wiki/Makkah_Region). The city is located 70  km inland from [Jeddah](https://en.wikipedia.org/wiki/Jeddah) in a narrow valley level. Its resident population in 2012 was roughly 2 million.

Famous Mosque:

### Masjid Al-Haram

 Namira Mosque

Taneem Mosque ™

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1. Save the document with "your name" on the desktop.
2. Apply Bold and Underline formatting to the title.
3. Make the following changes to the remaining text: (type=Calibri, size= 12pt, and colour=green)
4. Select the title and change its type to “Algerian”, its size to “16pt" and its colour to “blue ".
5. Insert page borders
6. Chang the page Color pink
7. Insert watermark (Makkah)
8. Change the style of Famous Mosque (size to " 16pt" colour to " to Red)
9. Insert numbering for Famous Mosque.
10. Add footnote next to 2 million. And write Wiki
11. Insert picture from the internet
12. Add shape as you see above
13. Add WordArt and write your name
14. Insert page number (Bottom page)
15. Insert header write your name
16. Add the table as you see

|  |
| --- |
| Famous Mosque |
| Masjid Al-Haram  | Makkah  |
| Namira Mosque | Arafat |
| Taneem Mosque | Makkah |

1. Add cover page and write title Makkah