Technology Applications Assignment

Week April 6 - 10, 2020

Create a document in Google Docs using the following instructions:

1. Insert a header with your first and last name.
2. Once outside the header, center the heading “The Number of COVID 19 Cases in 10 Countries” using Arial - 14 font.
3. Format for two columns.
4. Use information from the internet to list 10 countries in the first column.
5. Find the number of cases of COVID 19 in each of these countries.
6. In the second column, list those numbers directly across from the country to which it corresponds.

Remember that you have to go completely down the first column before you can add to the second column and anything you type moves down the columns.