

## Session 5 Extension Activity: Invite Guests to a "TED" Talk

You know a lot about your environmental issue. As an expert, plan to give a brief talk about the topic using a TED talk format. A [TED talk](#) is a showcase of speakers that share their ideas in a short presentation. Create a card to invite fellow students, family members, or another class to an environmental conference.

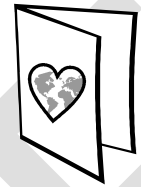
To gain ideas for an environmental conference refer to the *Session 6 Extension Activity*.

### ENVIRONMENTAL CONFERENCE DETAILS

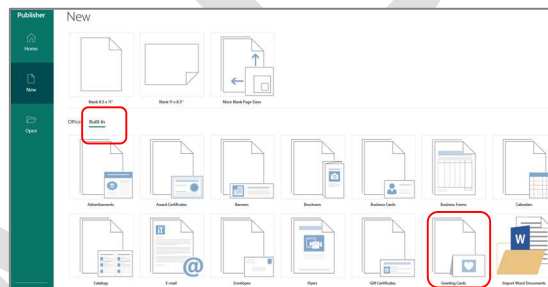
Date: \_\_\_\_\_

Time: \_\_\_\_\_

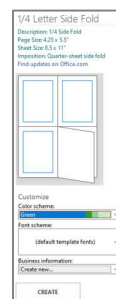
Place: \_\_\_\_\_



1. Open Microsoft Publisher.
2. Select the *Greeting Card* template:
  - a. Click *New*.
  - b. Click *Built-in*.
  - c. Click *Greeting Cards*.

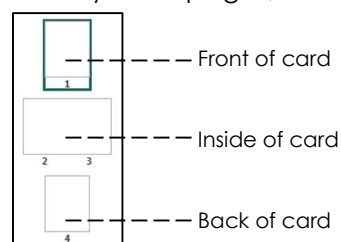


3. Select a blank card template:
  - a. Scroll down to see the *Blank Sizes* options.
  - b. Pick **1/4 Letter Side Fold 4.25 x 5.5"**.
  - c. Select a *Color scheme*.
  - d. Click *Create*.



- e. If you are asked if you want to automatically insert pages, click *Yes*.

The card has 4 pages. The card will print on one sheet of paper. It is then folded to form an invitation.



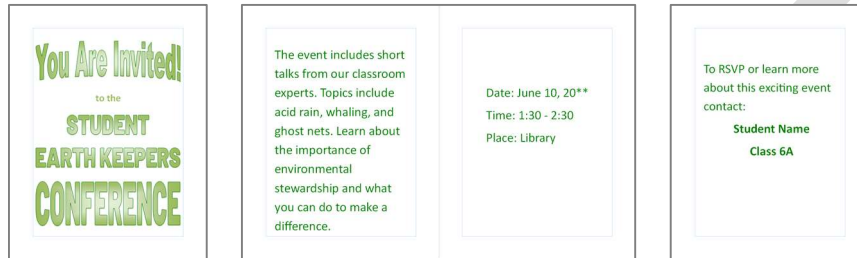
3. Add text to the pages of the card using text boxes  and WordArt .

Page 1 You are Invited to *Title of Environmental Conference*.

Page 2 List environmental topic(s) or information about speaker(s).

Page 3 Details including day, time, and place.

Page 4 Contact invitation to reply to the invitation or learn more about the event.



SAMPLE TEXT

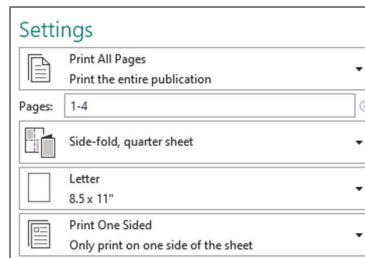
4. Add images to the pages of the card. Be creative!

- o saved pictures  or online images 
- o page part 
- o border 
- o advertisements such as attention getters 



DESIGN IDEAS TO SPARK YOUR CREATIVITY

5. Print the card. Check the settings:



6. Fold the paper to create an invitation.
7. Save the publication as **card**.
8. Close Microsoft Publisher.