

## *iWork 08: PAGES -- Exercise: Working With Lists*

*Sandro V Cuccia, Instructor*

### Preparation

1. Open a NEW or BLANK file from the Pages Template Chooser.

**REPRODUCE** the following lists based on what you have learned in class:

#### **List #1:**

Guidelines for Safe Computing on the Internet

- Don't use your real name
- Don't reveal other identifying information
- Use a Firewall
- Use a good password strategy

**USE PROPER INDENTING FOR THIS BULLET LIST**

*Open the **TEXT INSPECTOR (List)**  
Set the **Bullet Indent** to .25 inches  
Set the **Text Indent** to .125 inches*

#### **List #2:**

Three Rules for Making the Perfect Photograph:

1. Every photograph has a theme
2. Every photograph simplifies
3. Every photograph draws the viewers attention

#### **List #3:**

New Apple Products Released in 2008

##### **I. Desktop Computer Models**

- A.** 20" iMac
- B.** 24" iMac

##### **II. Laptops**

- A.** MacBook Models
  1. MacBook 13" Black
  2. MacBook 13" White
- B.** MacBook Pro Models
  1. MacBook Pro 14"
  2. MacBook Pro 17"

##### **III. iPhone Models**

- A.** iPhone 3G

**THIS IS A "HARVARD" FORMATTED NUMBER LIST**

*To set this to a Harvard number list, select the entire list, then from the little List popup menu in the format bar at the top of the window, select "Harvard"*

*Finally, set your individual line indents where needed.*

#### **List #4:**

Why I love my Mac

- 🍏 It's fun to use!
- 🍏 It makes me more productive!
- 🍏 It just works!

**Here you use a TEXT bullet, and you need to specify the Apple symbol (shift-option-k).**

**Set the Bullet Indent to .25 inches  
Set the Text Indent to .25 inches**