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| Add the **title** of your newspaper here.  Tip: Play around with fonts, colours and styles to make the title stand out.  Add the **date** of your newspaper here. | |
| Add your **first article** here. | Add your **second article** here. |
| Add a **picture** here. To upload a picture saved on your computer, click ‘Insert’ on the top ribbon, then ‘Pictures’ and ‘Pictures from this device’. Remember to check the guidelines concerning which pictures may be used. |
| Add a **caption** to the picture here. |
| Add your **third article** here.  Tip: When you’re happy with all the content you have put in, you can select the framing table and choose ‘Borders’ – ‘No borders’ to make its boundary lines transparent. |