

Create an Hours of Operation Sign



TASK AND PURPOSE:

To create and design an "Hours of Operation" sign that will be placed in a window or door to let customers know when Frillo's Pizza is open for business.

GETTING TO KNOW WHAT YOU'RE DESIGNING:

Just about every retail establishment posts its hours of operation in a highly-visible area. Hours of operation signs let customers know when they can enter an establishment.

STRATEGIES AND DESIGN TIPS TO CONSIDER BEFORE CREATING YOUR HOURS OF OPERATION SIGN:

1. Experiment with a variety of borders to frame in the content of your hours of operation sign.
2. Use a poster or block style typeface (font) to maximize the visibility of the sign.
3. With the exception of the Frillo's Pizza logo, this is a text-only document. There is no reason to include any additional graphic images.
4. Use a type size that allows the sign to be read easily from a distance.
5. Use the document planning sheet to sketch a thumbnail design of your hours of operation on paper first.

CONTENT AND INFORMATION TO INCLUDE ON YOUR HOURS OF OPERATION SIGN:

1. A centered headline placed at the top of the sign that reads "Frillo's Pizza - Hours Open."
2. The Frillo's Pizza logo.
3. List the hours of operation, using a format similar to the one shown below (be sure that the type is large enough to read from a distance):

Monday	11 am - 9 pm
Tuesday	11 am - 9 pm
Wednesday	11 am - 9 pm
Thursday	11 am - 9 pm
Friday	11 am - 10 pm
Saturday	11 am - 10 pm
Sunday	11 am - 10 pm

4. A page border to frame the information.
5. Place your name, the document title, and "Part 10" on the hours of operation sign.
Save the document as: Part 10 Hours of Operation

Optional Design-Defense Memo:

Type a letter of memorandum addressed to Joe Frillo explaining your design, placement, font selections, layout scheme, and choice of graphic image(s). Attach this memo to your final document.

HOURS OF OPERATION SIGN PAGE SETUP INSTRUCTIONS:

- # of pages: 1
- Dimensions: 8.5 x 11 inches
- Margins: .5 inches all sides
- Orientation: Tall (Portrait)
- Other: Create a border measuring 7 inches wide by 10 inches tall. Place the contents of the hours of operation sign within this border.

