

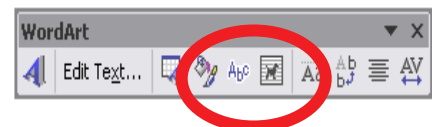
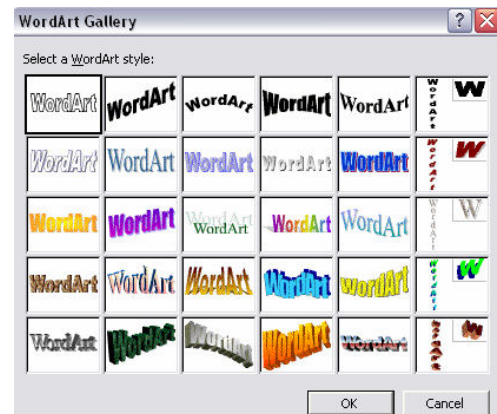
Working with Vocabulary Diamonds (Quilts)

Part 1: Bringing in the template

1. Go to the SAISD Social Studies website and download the Vocabulary Diamond template - <http://www.saisd.net/ADMIN/curric/sstudies/handson.html> .
2. Open Word and create a new document.
3. Go to the FILE menu and select page setup.
4. Change all margins (top, bottom, left, and right) to .5".
5. Change the layout from portrait to landscape.
6. Click on OK.
7. Go to the INSERT menu and select PICTURE and then FROM FILE.
8. Select the Diamond template that you just downloaded.
9. Click once on the diamond and center it.
10. Grab one of the corners of the diamond and enlarge the diamond template until it practically fills the page.

Part 2: Working with WordArt

1. Go to the INSERT menu and select PICTURE and then WORDART.
2. From the WordArt gallery, select the 5th option on the top row.
3. Click OK.
4. From the Edit WordArt Text menu, change the size to 10 and type in the definition or the term.
5. Click OK.
6. Click once on the newly created text and the WordArt toolbar will appear.
7. Click on the WordArt shape button (ABC).
8. Select the straight line.
9. Click on the Text Wrapping button (lines with a dog in the middle) and select IN FRONT OF TEXT.
10. Click and hold on the WordArt and drag it to the template
11. Release the mouse button.
12. If you need to angle the text, click and hold on the green circle above the text and rotate to the left or to the right.
13. By clicking on any of the white circles, you can resize the text to fit the space.



14. You can either go back to step #1 to make a new WordArt or just copy and paste the one you just made. By double-clicking on the double, you can change the text and keep the format!