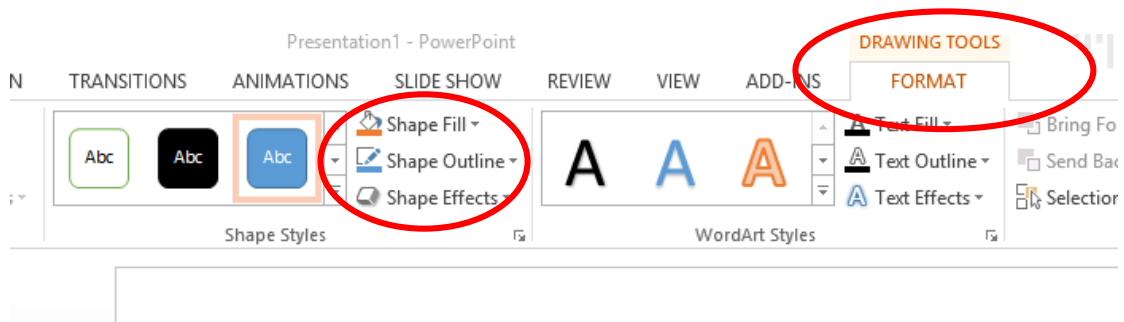


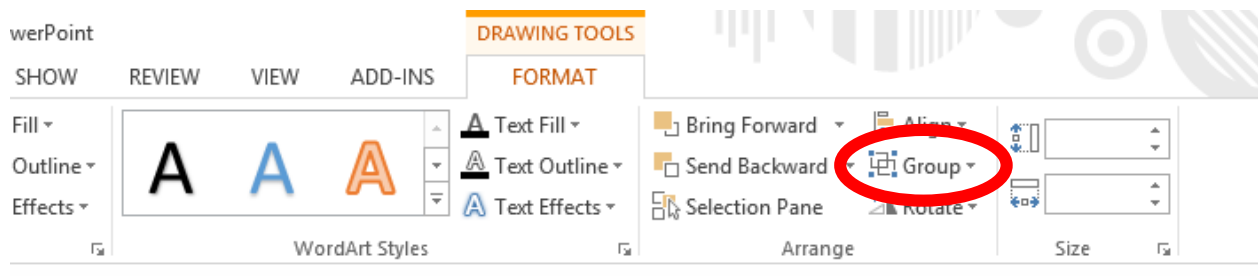
You can use the shapes tool in Powerpoint to draw funny cartoon animals.

Some Tips...

- Split your screen in half so you can see the cartoon instruction website and Powerpoint at the same time.
- To draw a perfect square, circle, or triangle, select the shape and then **HOLD THE SHIFT KEY DOWN WHILE YOU CLICK AND DRAG THE SHAPE** on your slide. Magic!
- When you draw a shape, it may be filled with color, usually blue. To get just the outline, click on the shape and then click the “Drawing Tools” tab at the top... it’s orange. Look for the bucket and choose **NO FILL** for no color or choose a different color. If you want to change the **OUTLINE** of the shape, choose the **LINE TOOL** and choose a color.



- Every time you draw a shape, you will have to click the paint bucket and the line tool to change the colors.
- You can “nudge” a shape (or move it just a little) by clicking on the outline of the shape and using the arrow keys on your keyboard.
- To **GROUP** an animal so all parts are connected... select all parts of your animal (you can draw an imaginary box around your animal with your mouse OR you can hold down the CTRL key on the keyboard and then press the “a” key). Now click the **GROUP** icon on the drawing toolbar.



- Draw a bunch of cartoon animals and save them! You can make one animal per slide or many animals on a slide. You can use the animation tools in powerpoint to make them move... you can even create a simple movie. (Animation tools and then expand the list and look at the bottom for the “More Motion Paths” menu. You can choose to draw a custom path from this menu).