

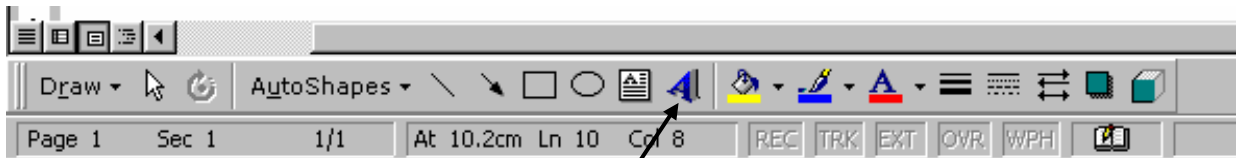
# Using WordArt for Titles



Wordart is found in the Drawing Toolbar.

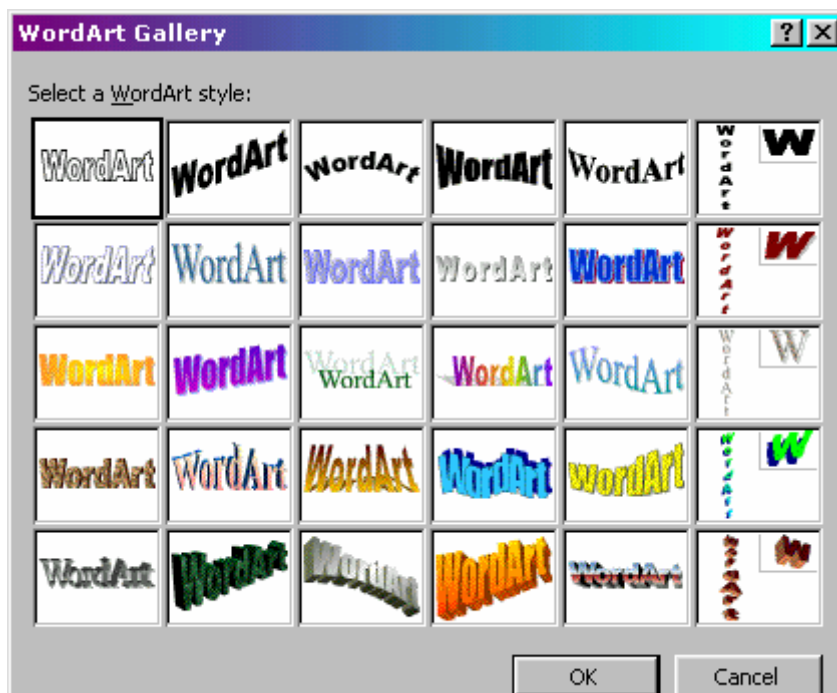
1. To open Word art, first bring up the Drawing Toolbar. To do this click on the  drawing icon located on the top toolbars.

Now you will see a new toolbar appear at the bottom of your screen.



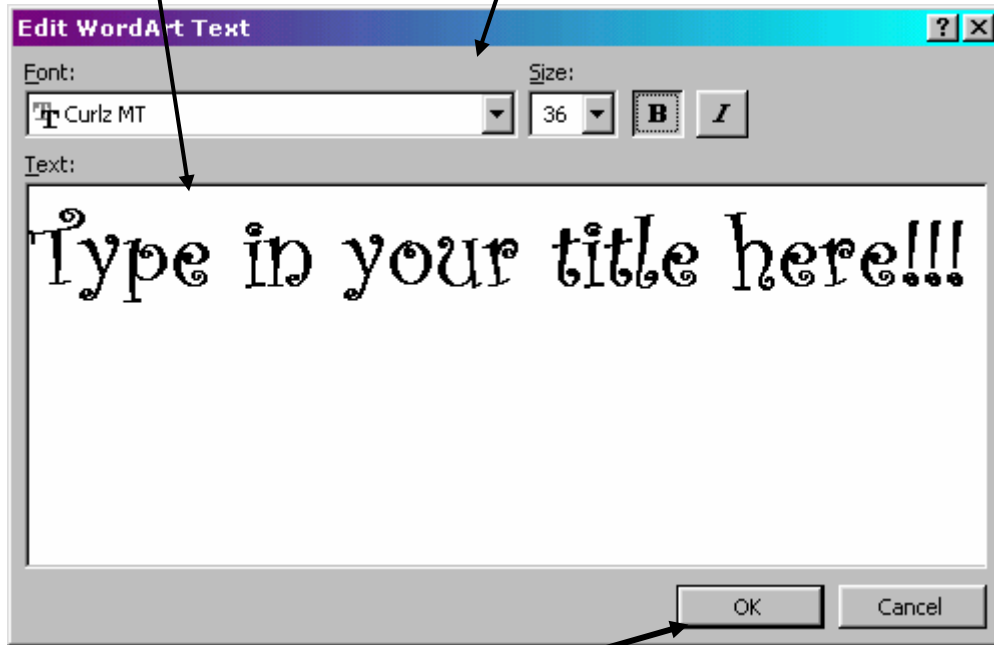
2. Now click on the WordArt icon. 

3. This will bring up the WordArt Galley where you can choose the style of WordArt that you may wish to use. *(You can change the style at any time)*



# Using WordArt for Titles

4. Now that you have selected your style, you now need to enter in your title and change the font to make it look good!



*(Click on OK when you have finished)*

This is the WordArt Toolbar – you can use this to change the colour fill colour, the outline colour, the spacing of your letters, the shape of your WordArt, the words or text and the style!



1. To make new WordArt.
2. To edit the text or words and the font of your title.
3. Takes you back to the WordArt Galley.
4. To change the Fill Colour and Outline Colour.
5. To change the shape of your WordArt.
6. To free rotate your title.