

## Creating a Drawing Tools & Word Art in Google Docs (Cloud Computing)


( Directions will be using basic types of Tools & Images & Word Art and hopefully you will too! )

- #1 Open [Firefox Browser](#) and go to [Google Docs](#) which is **provided by Google**. Note [embedded](#) links!
- #2 Log into Google Docs using [Google Email](#) Account (Username & Password) Created Account
- #3 Once you are at Google Docs which will be **your personal space** in [Cloud Computing](#),  
at the top left corner, Click on the [ **Create New** ] tab **then Click Drawings**.
- #4 When the **Blank Drawing Canvas** appears it somewhat appears as a Word Processing document  
with many funny looking tools just above the blank canvas. Hopefully to be filled soon.
- #5 The selection of Drawing Tools **and** Command Functions above **Drawing Canvas** are as below:



- #6 **Command Functions are a normal set:** File, Edit, View, **Insert**, Format, Help ( **Help is Vital yet unused!** )  
**Tools from Left to Right** include: Undo Arrow, Redo Arrow, Web Clipboard, Zoon Magnifier, (Seldom Used!)  
**Selection Arrow, Shape Selector, Line Tool, Arrow Tool, Wiggle Line, Polyline, Text**, (Used Often!)  
**Image Tool, Fill Bucket, Line Color, Line Thickness, Line Dashed, Text Editor** (Used Often!)  
**One pretty cool thing is when you hold mouse over a Tool, the description appears!**

- #7 Let's start with Line Tool & Arrow Tool **then** Wiggle Line **and** Polyline Tools: **See Canvas Below for Examples!**  
Note when drawing a line or arrow it become **somewhat yellow** since it is selected **then** when drawing  
another it becomes black and so on... To **Edit or Re-Select** an object in Drawings use the **Selection Arrow!**

When you click on **Selection Arrow** **when** passed over an Object it becomes  **but** not as heavy or thick!  
Move **Double Headed Arrow** over object **then Click it** & object turns yellow & small circles. **Selected!**



- #8 Now let's try Wiggle Line **and** Polyline Tool: The Polyline tools create closed figures called Polygons!  
Select **Wiggle Line Tool** (Think of object) Pick a spot **then** move & click & move & click & move & **Double Click!**  
I created a Vertical Wiggle Line **then** a Horizontal Wiggle Line (Think of what you want before starting!).  
Select the **Polyline Tool** (Think of object) Pick a spot then move & click & move & click & move &... **Connect!**  
The Tought Thing is to Exit either the Wiggle Line or Polyline Tools! **Move Mouse up to Selection Arrow!**



**Note: I colored Lines & Filled Shapes!**

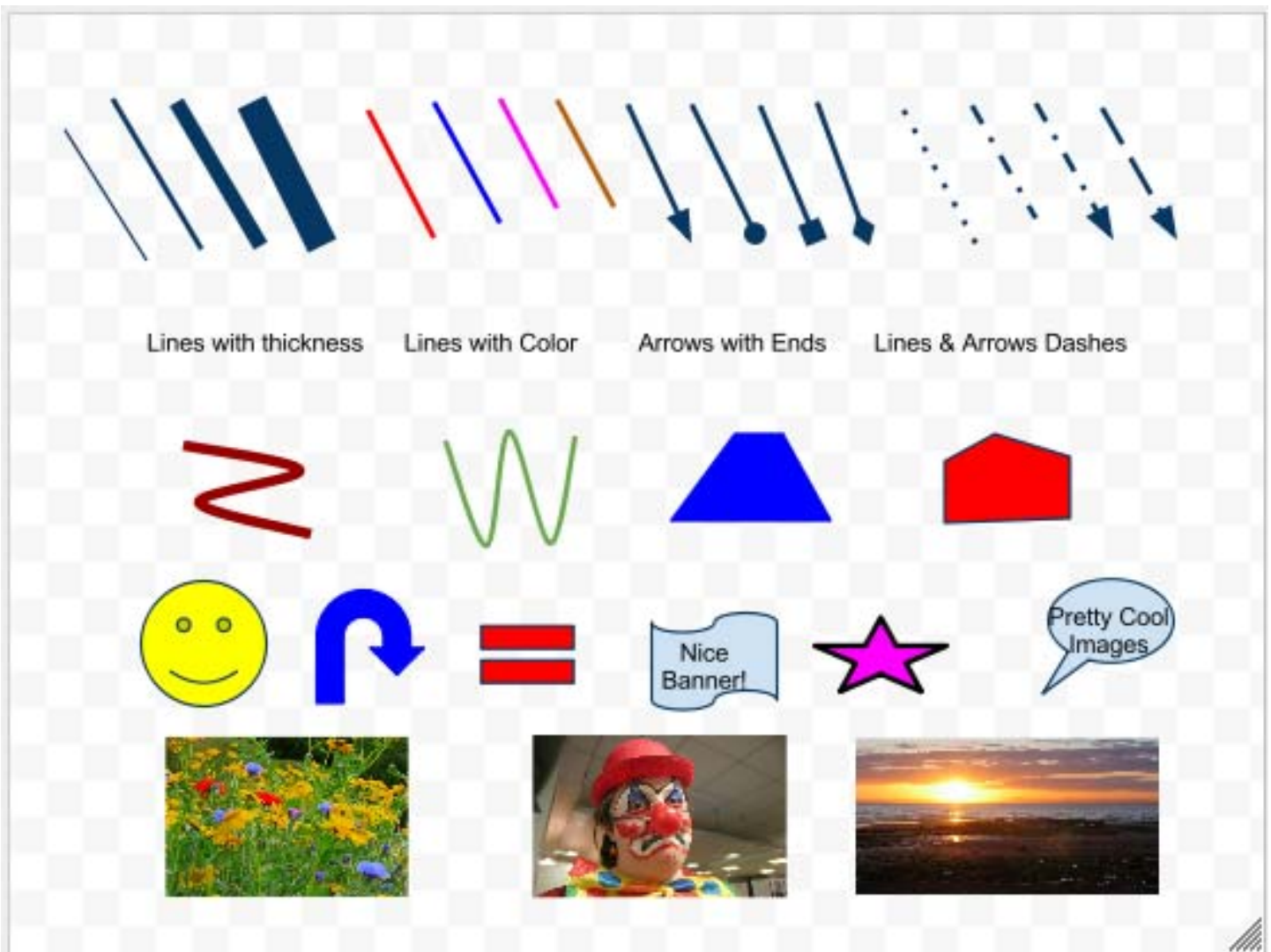
- #9 **Note in #7**, I used Text Tool to write under the Lines! When finished writing, **Hit enter** to place text on canvas!  
**Use Selection Arrow & Edit Text Tool** to make changes within text **then Hit Enter** to reposition it on canvas.
- #10 Moving on to **Image Tool** which is **Amazing and Awesome** to insert images and change them in all sorts of ways!  
The **Image Tool** is next to the Selection Arrow (See Example Below!) and I have **Inserted** JPEG images too!

Below is Google Docs Drawing Canvas as described above with **Images from Google docs** along with **Inserted Images** from outside source which are **JPEG images** which are only ones Google Docs likes!

For some reason Google Docs likes PNG, **JPEG**, GIF from **Google Image Search** on Right of Browse!

**Submit:** Google Docs Canvas with a collage of **Tools & Images** as below with a variety of **attributes!**

**Submit:** Google Docs – Drawing Tools & Art as a **Shared Docs** with Classmates with Gmail!  
Include me in on this shared project [tlove1@gmail.com](mailto:tlove1@gmail.com)



That is my overview of Google Docs Drawing Tools **and** much more **since** much is for you to Discover!