

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!

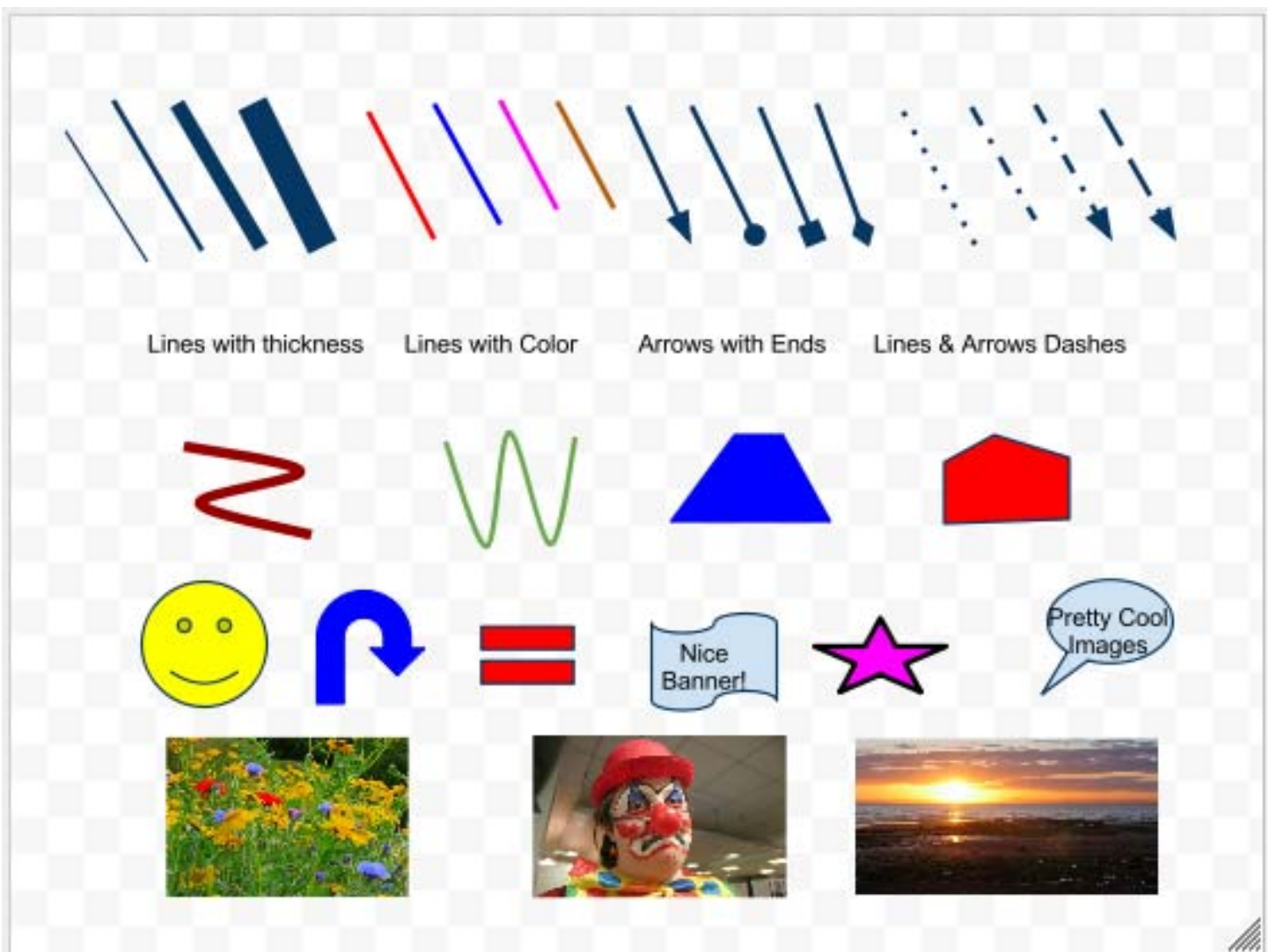
- #9 **Note in #7**, I used Text Tool to write under the Lines! When finished writing, **Hit enter** to place text on canvas!
Use Selection Arrow & Edit Text Tool to make changes within text **then Hit Enter** to reposition it on canvas.
- #10 Moving on to **Image Tool** which is **Amazing and Awesome** 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



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