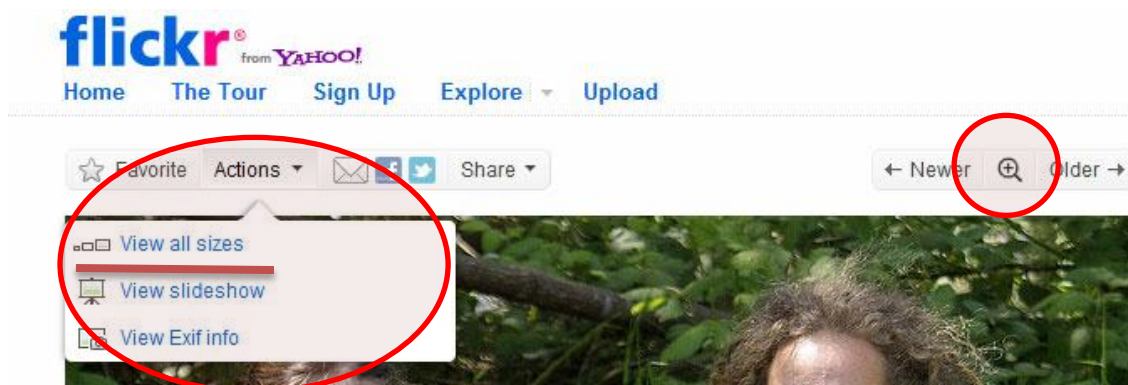
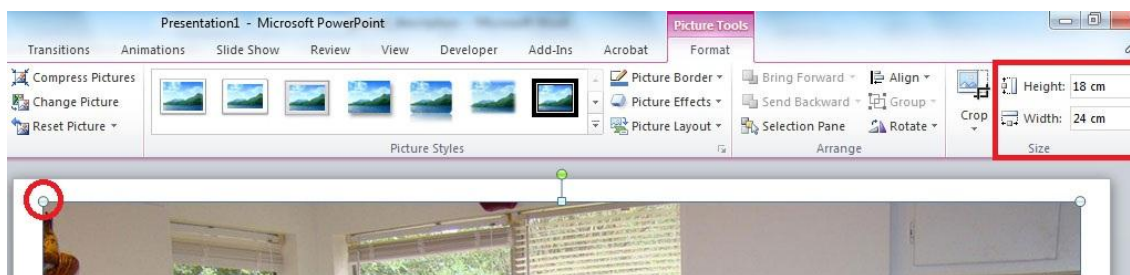


VOCABULARY LABELS – POWERPOINT 2010

- 1) Visit <http://www.flickr.com/search/advanced/> and search for the pictures you need. Do not forget to tick the box “Only search within Creative-Commons licensed content”. When you have chosen the picture, download the size you prefer. To access the download screen and choose sizes, you can choose “View all sizes” from the drop-down menu “Actions” or click on the magnifying glass.



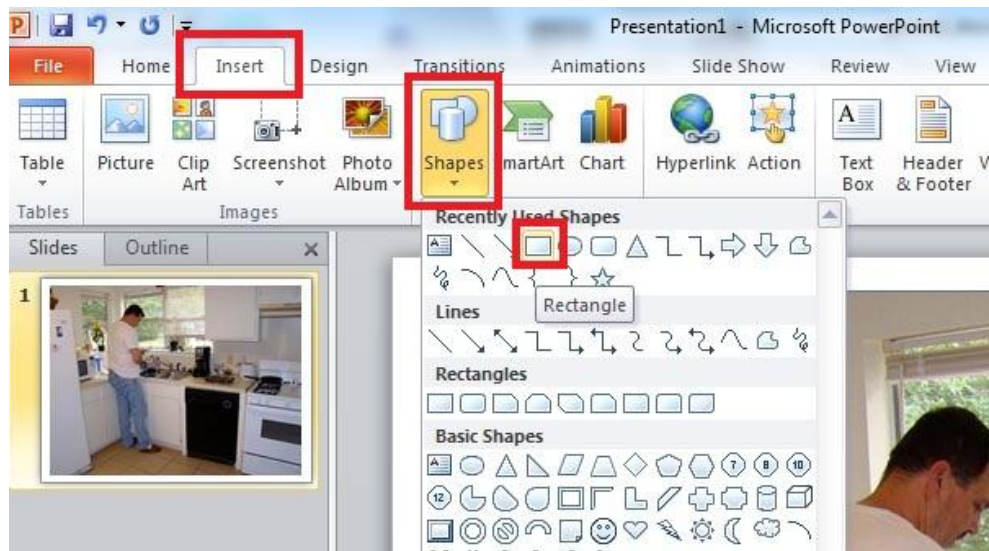
- 2) Create a PowerPoint presentation. Choose a blank slide to begin with or delete any objects (text boxes, etc) the default slide may have.
- 3) Go to Insert / Picture and choose the picture file from your computer.
- 4) Resize the picture by right-clicking on it and choosing 18 cm in height, which will probably lead to approximately 24 cm in width. You can also resize the picture by clicking on the corner of the picture and dragging the mouse to adjust the size.



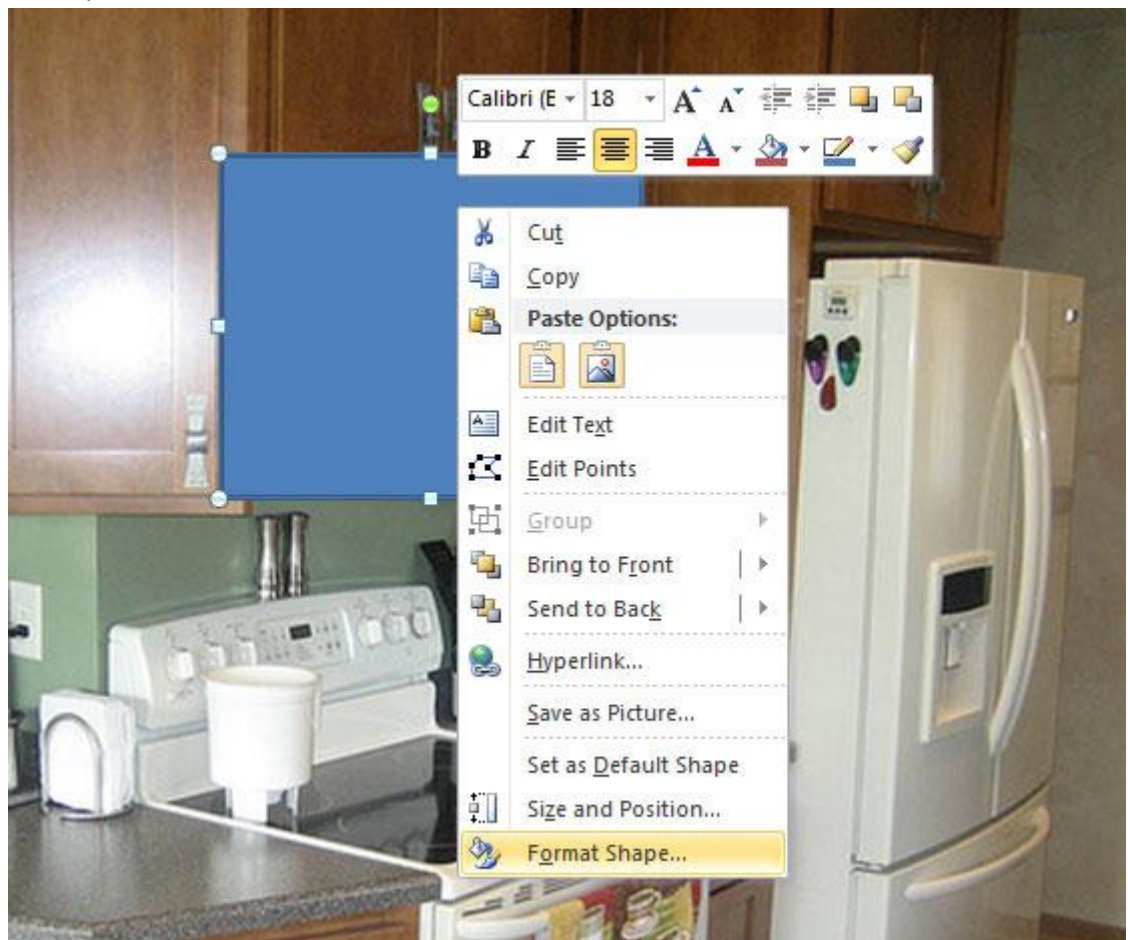
ELTeaching.com

English Language Teaching & Learning

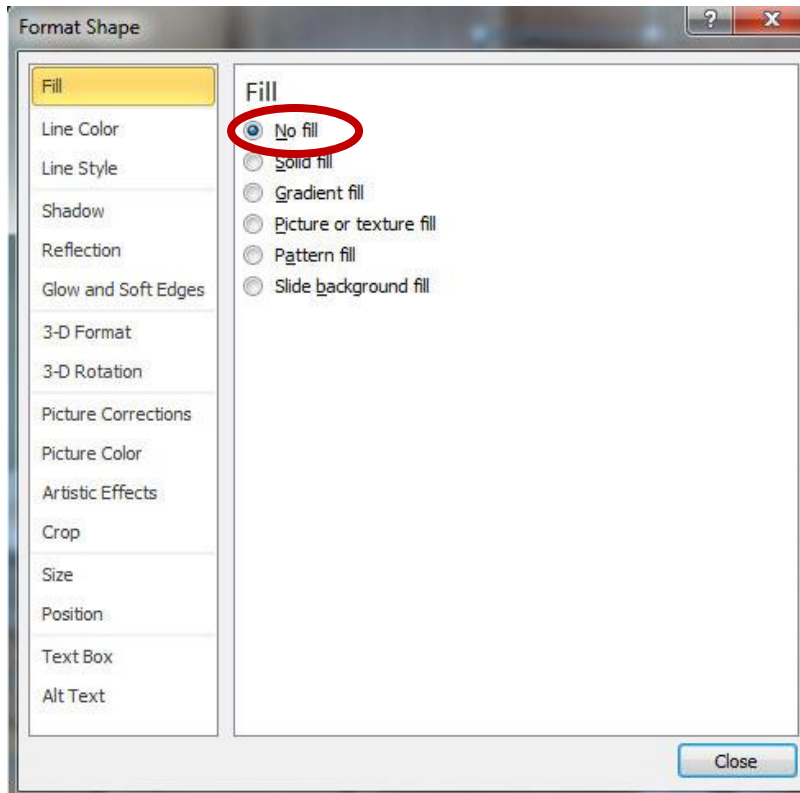
- 5) Go to the Insert tab and choose a suitable shape to highlight the part of the picture you wish to "label".



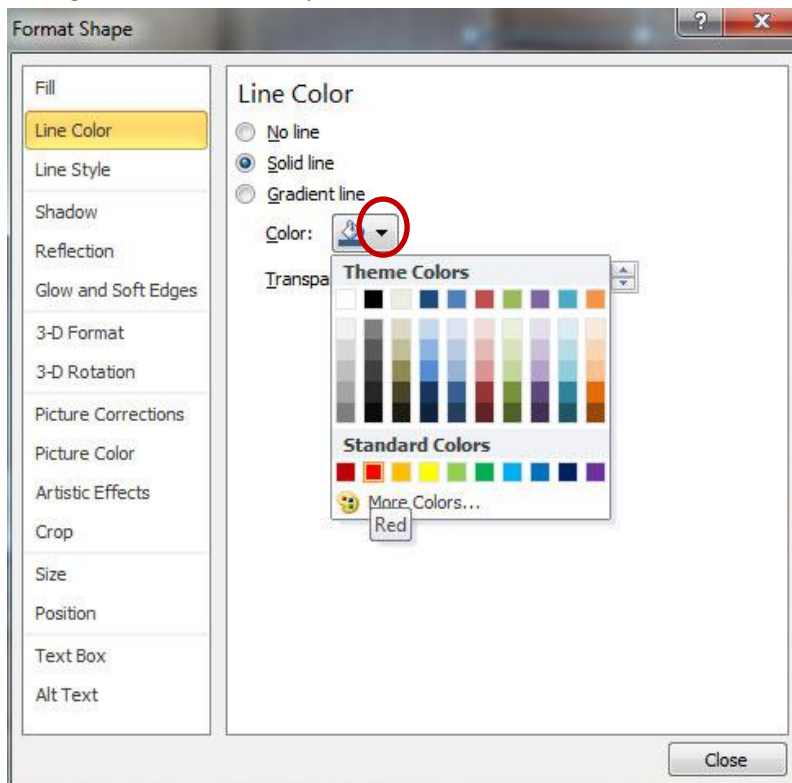
- 6) Drag the mouse to create the shape that will cover a part of the picture. Right-click on the shape and go to "Format Shape" ... in order to empty it. This way, the covered part of the picture will be visible and framed.



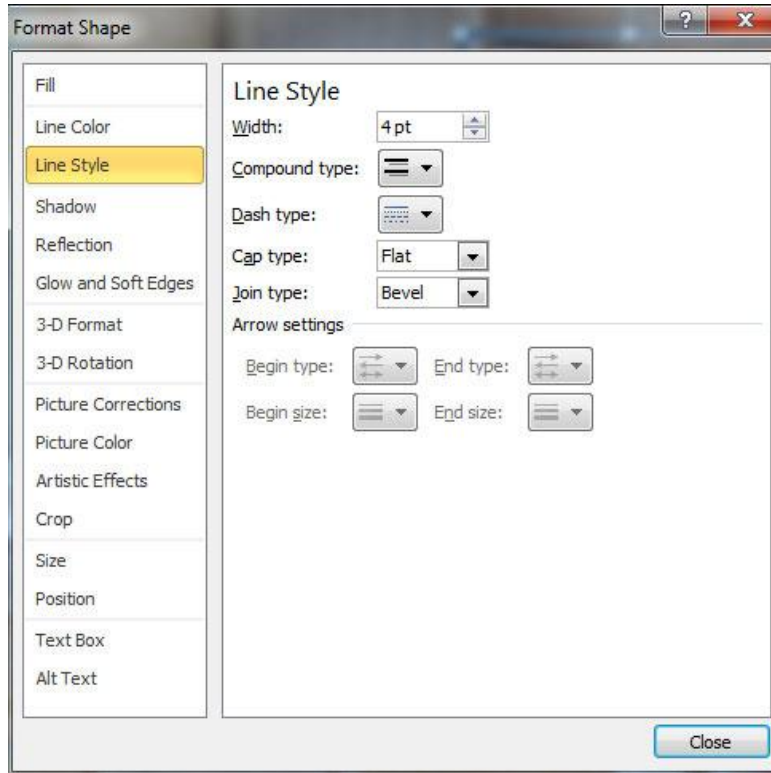
7) Choose "No fill" from the "Fill" submenu.



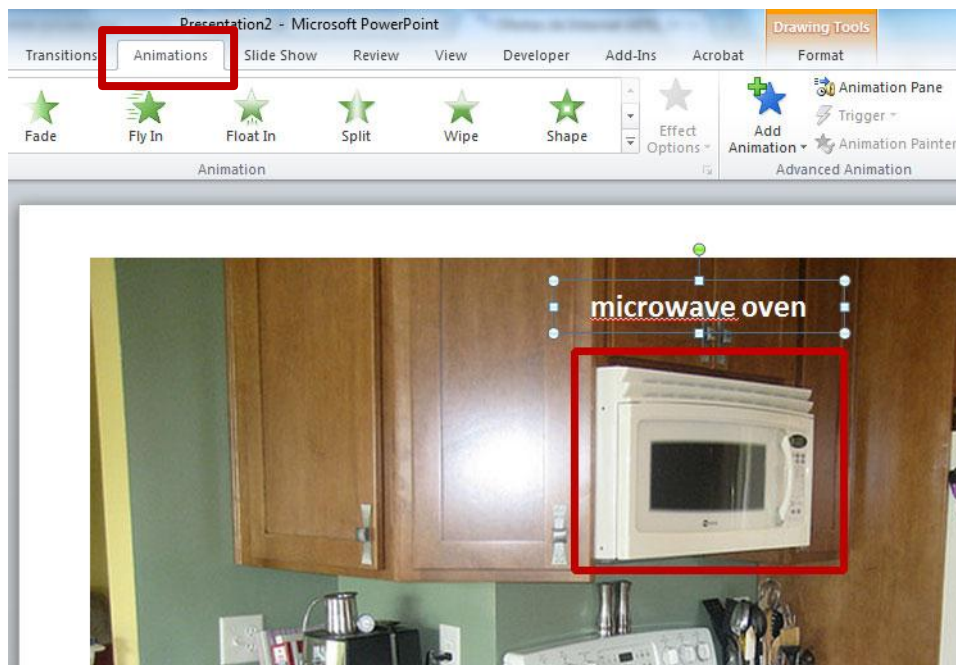
8) Change the line colour if you wish:



9) You may also want to decide on the line style



10) Insert a textbox and type the name of the object you have highlighted using the shape. Go to the Animation tab and choose an entrance effect.



11) Repeat the process with the rest of vocabulary elements in the picture. If appropriate, write the information about the author and the origin of the picture in a text box.