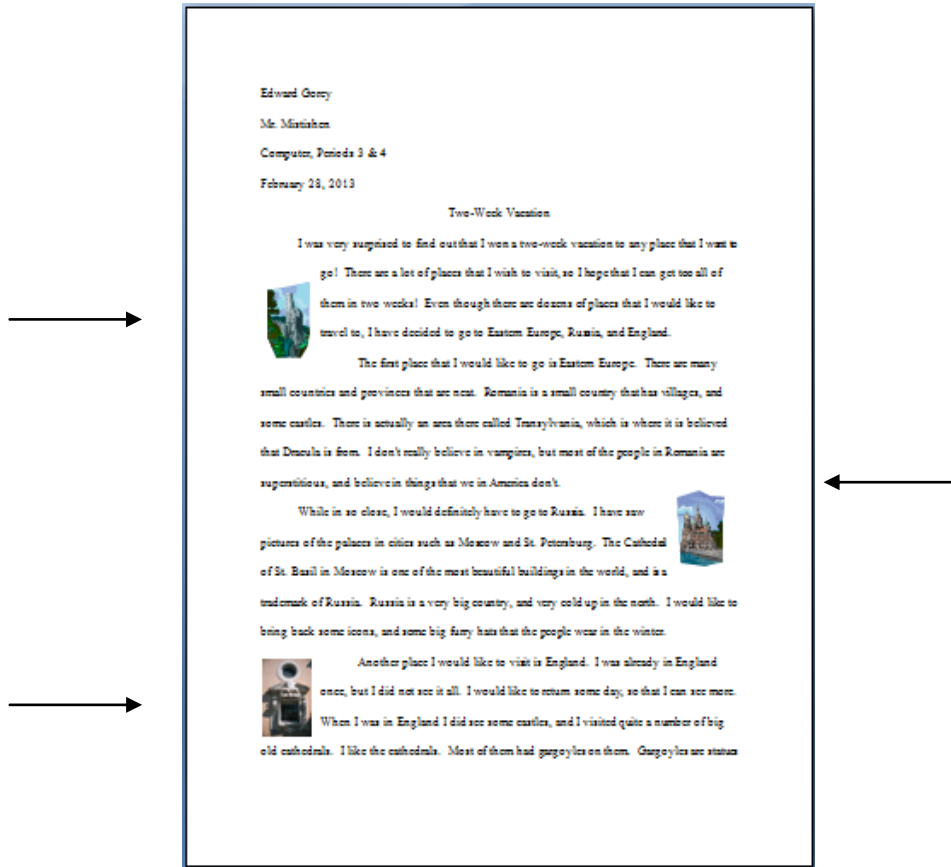# <u>Insert Clip Art Into Your Document</u>

1.  Add three clip art pictures to each full page that you type. Place the pictures as you see them in the example below.
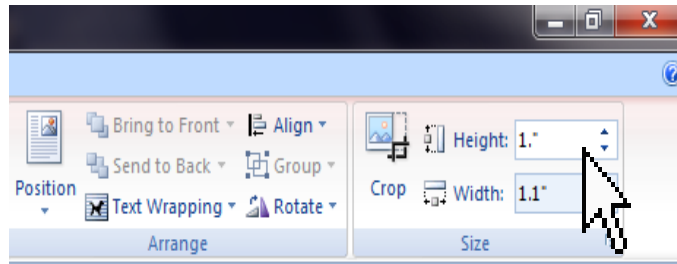


2.  Add **clipart pictures** (Insert tab, Illustrations group, Clip Art command).

3. Click on each clip art picture…

- In the Format tab, go to the Size group and make the Height of the picture 1 inch,



- In the Format tab, go to the Arrange group and change the Text Wrapping style to *Square*.