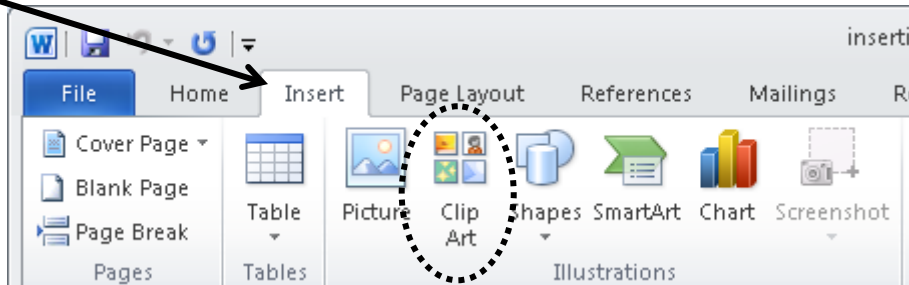


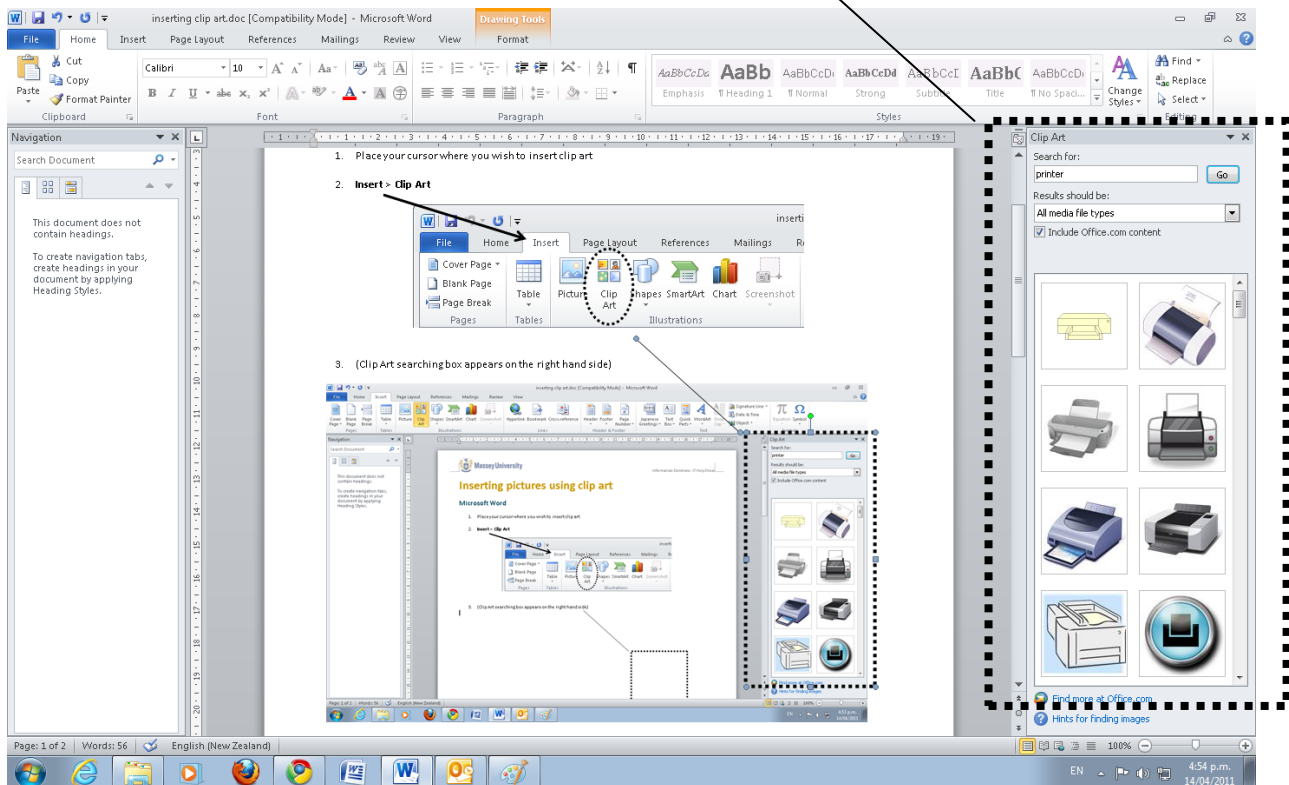
Inserting pictures using clip art

Microsoft Word

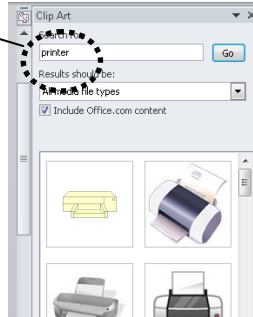
1. Place your cursor where you wish to insert clip art
2. **Insert > Clip Art**



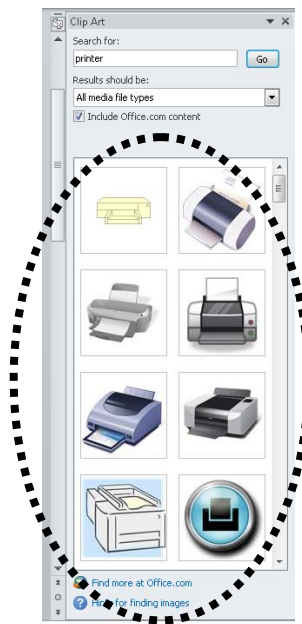
3. (Clip Art searching box appears on the right hand side)



4. Type a keyword, e.g. “banana” > Click **GO**



5. One click on the image that you wish to use



6. Done

