CREATING 3D SHAPES

MAKING A CUBE

Using Office 11 and a Mac

1. Open up Microsoft Word and hit your enter key 3 times to create a buffer.
2. Go to Google and type in "**AMERICAN PATRIOT"** click on images and copy and place an image of your choosing on your word document. You will need to copy and paste three (3) images total.
   - **a.** To copy image -- **SHIFT – CONTROL – COMMAND - 4**
   - **b.** Paste the image on your word document using **Command V**
   - **c. Click on the middle of your image and choose Text Wrap --- Tight**
   - d. Adjust the size of the image: Clicking on the image and **CONTROL & RIGHT** CLICK on the mouse a pull down window will appear. Scroll down to **Format Shape** scroll down to **SIZE** and then adjust the dimensions to absolute 2.5 by 2.5. Remove [LOCK ASPECT RATIO]
   - e. In Format Shape: Adjust a line around the IMAGE. You want this to be black and size of 10.
   - f. Click on **LINE** and then **SOLID** change to black and WEIGHTS & ARROWS and adjust the line to 10
   - g. REPEAT STEPS 2 – F Two more times.
3. MAKING A CUBE
   - a. Click twice on an image and the Format Picture Ribbon will appear.
   - b. Choose Effects – 3D Rotation. Located in the middle of the ribbon.
   - c. Image (1) in front – Off Axis1 Right
   - d. Image (2) on Top -- Off Axis 1 Top
   - e. Image (3) on left side – Off Axis 1 left

MAKING TIME LINE

1. Go to shapes and choose Rectangle
2. Make it skinny and the length will be determined by the time period.
3. Double click on the shape and you will see Format tab appear. Choose Black and red for boarder as an example.
4. Click on Effects and choose 3D Off Axis 1 left as an example. Click on the image
5. Control Right click FORMAT SHAPE
6. Line and Weights & Arrows. Adjust the thickness of your object.
7. Click on shapes Choose Block Arrows and choose the second row from the bottom.
8. You may write inside of the Block arrow.
9. Determine the size and write on the shape and move on the time line.
10. Adjust the color accordingly.