

Microsoft

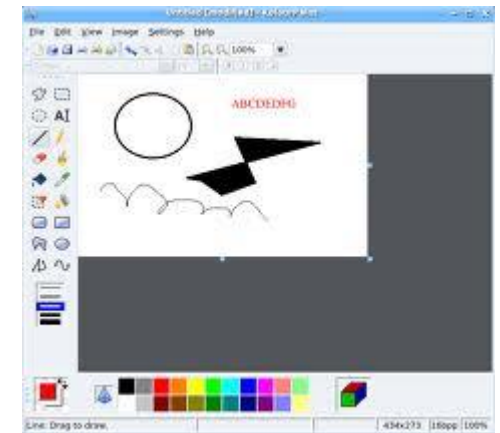
Paint





What is Paint?

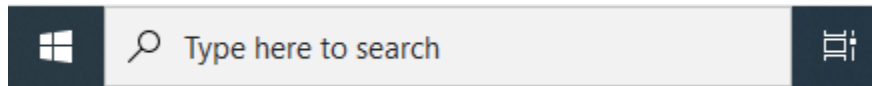
Paint is a program that helps you to draw, colour and change pictures.



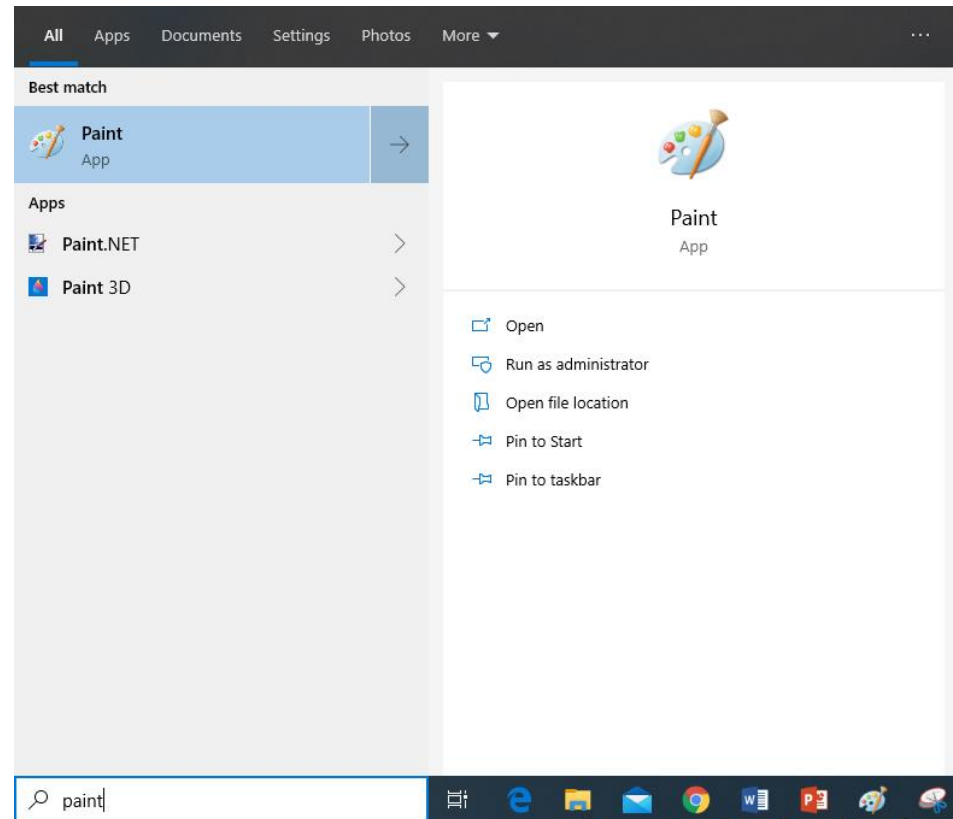


Opening Paint

In your search bar, type 'Paint' and press the enter key.



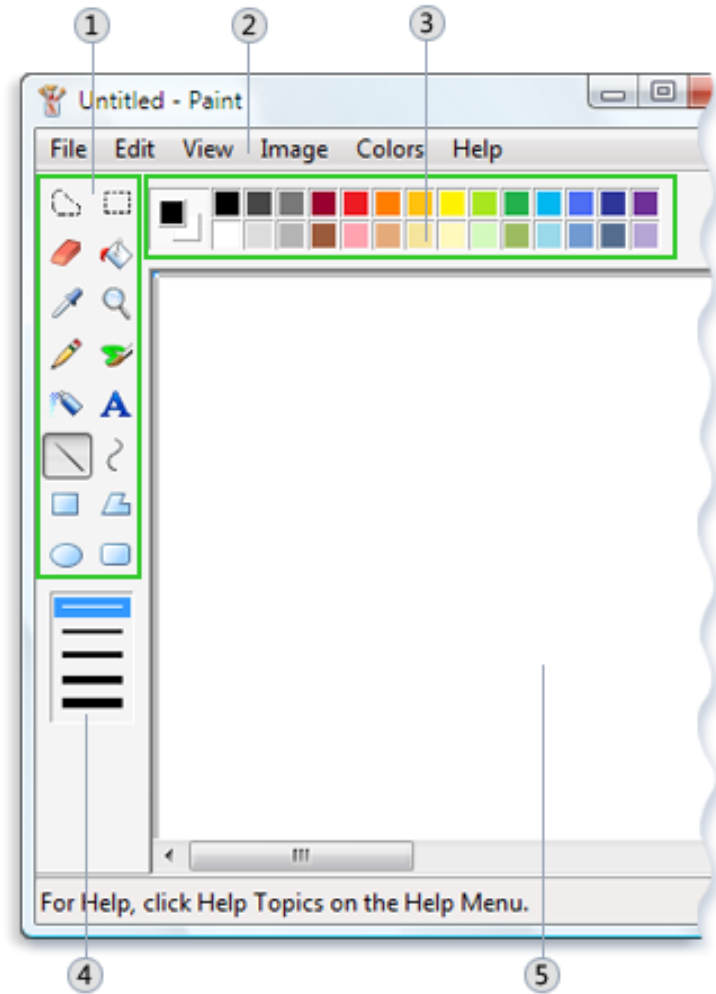
Double click on the paint tab to open it.





Using Paint

When you start Paint, you see a window that is mostly blank, with just a few tools for drawing and painting.

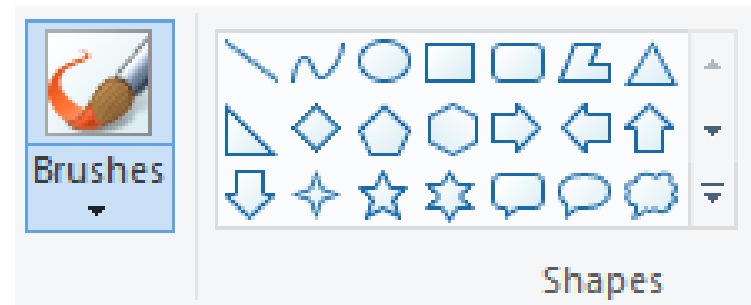
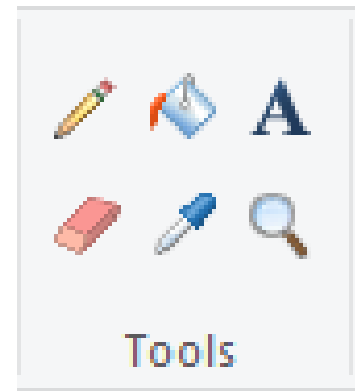


1. Tool box
2. Menu bar
3. Colour box
4. Options box
5. Drawing area



Working with tools

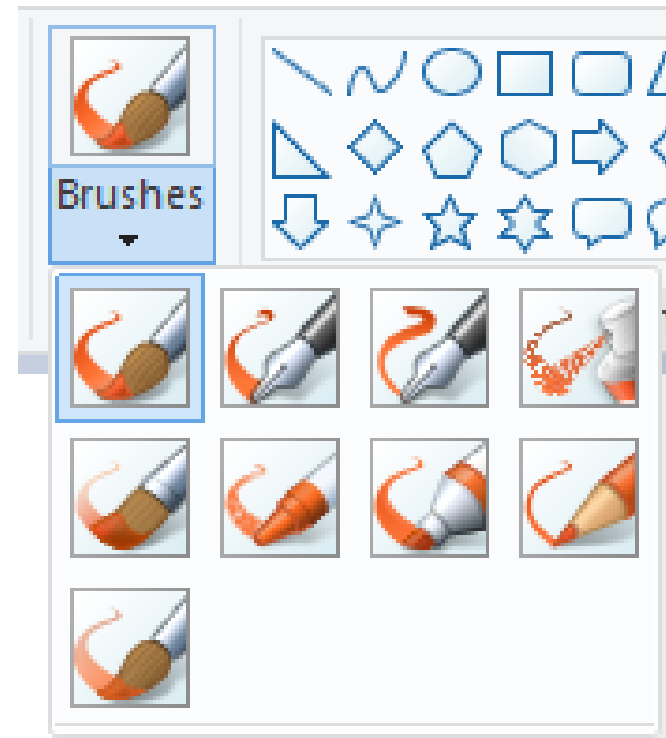
Paint includes a handy collection of drawing tools in the toolbox. You can use these tools to create freehand drawings and add a variety of shapes to your pictures.





Brushes

There are many brushes for you to choose from. Each one adds a new effect to your artwork so make sure you try them all out!

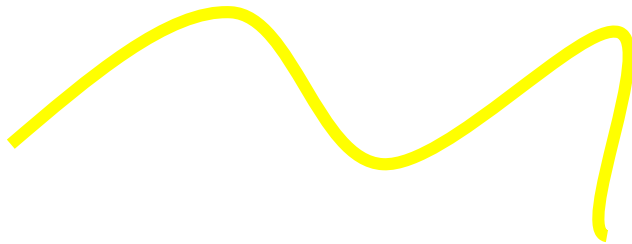




Draw a line

You can draw lines using the pencil or paintbrush.

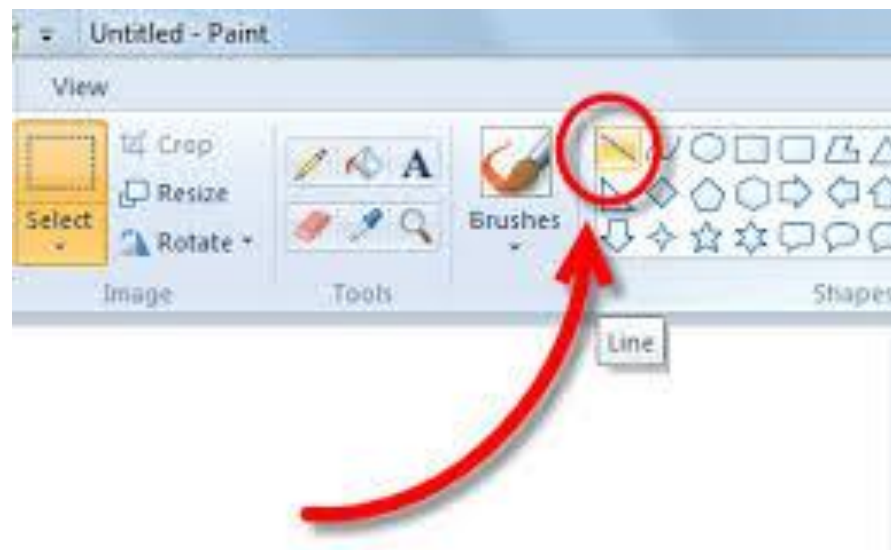
Lines can be straight, curved and wiggly.





Draw a straight line

1. Click the **Line tool**
2. In the Colour box, click the colour you want to use.
3. To draw, drag the pointer across the white page





Draw a squiggly line

1. Click the **Pencil tool**
2. In the Colour box, click the colour you want to use.
3. To draw, drag the pointer across the white page

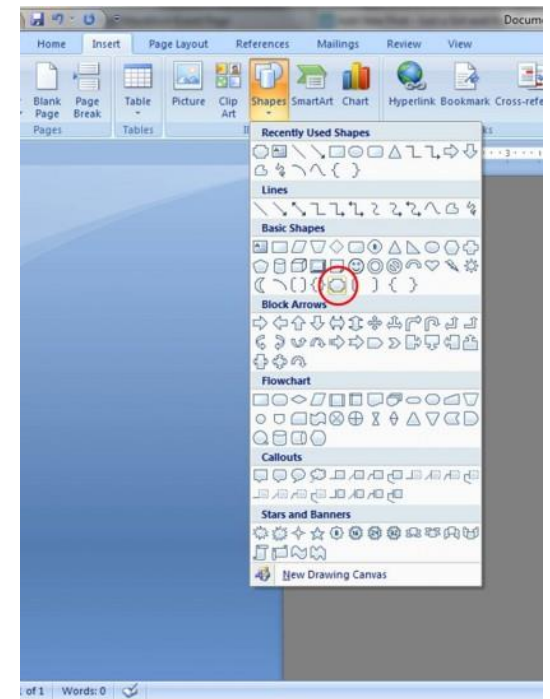




Draw a shape

Some tools, like the Rectangle and Ellipse let you add shapes to your drawing

1. Click on the **Insert** tab
2. Click on **Shapes**
3. Select the shape you wish
4. Click and drag the mouse to create your shape where you want it to be

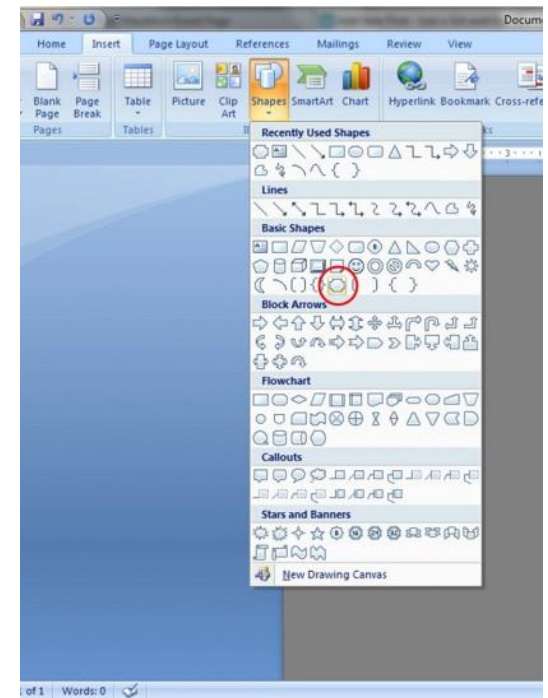




Fill a shape

When you insert a shape, it will just be an outline. To fill it with a colour:

1. Right click on the shape
2. Click on **Shapes**
3. Select the shape you wish
4. Click and drag the mouse to create your shape where you want it to be
5. Click on the colour you wish
6. Click on the Fill tool

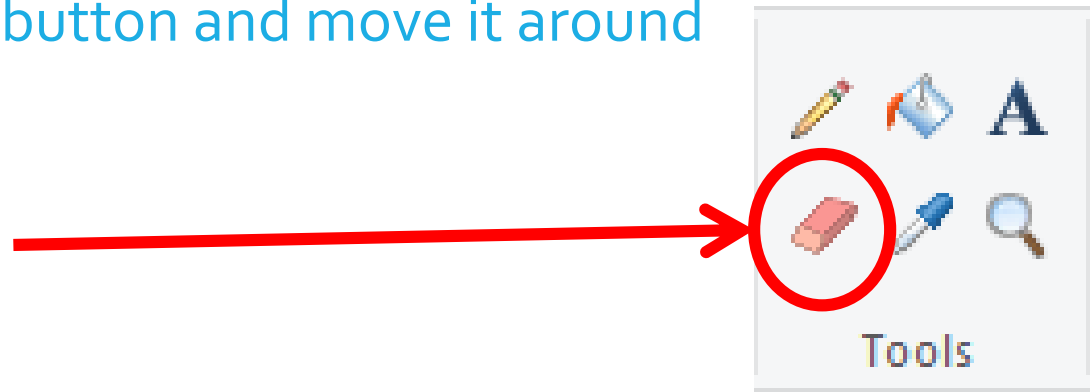




Erasing

If you make a mistake, there is a handy **Eraser tool**

1. Click on the Eraser tool to make the pointer arrow turn into an eraser
2. Point at the bits you want to take out, press the left mouse button and move it around





Inserting a text box

If you want to type some words into your image, you can insert a text box

1. Click on the **Text icon**
2. Drag the **text cursor** to draw a text box
3. Type your text into the text box
4. Highlight the text and change the font colour

