



Pictures in WordArt

1. Click on **Insert**, **Picture**, and **WordArt**.
2. Select one of the plain black style from the top row (you can change it later).
3. Enter your word. Click **OK**.
4. On the **WordArt toolbar** select the **Format** icon (paint can + brush).
5. Click on the **Colors and Lines** tab.
6. Under **Fill**, click on the drop down arrow next to the color. Select **Fill Effects**.
7. Click on the **Picture** tab.
8. Click on the **Select Picture** button. Locate your picture.
9. Click **Insert**, then **Ok**, and **Ok**.

Note: You can do the same thing with Shapes!

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