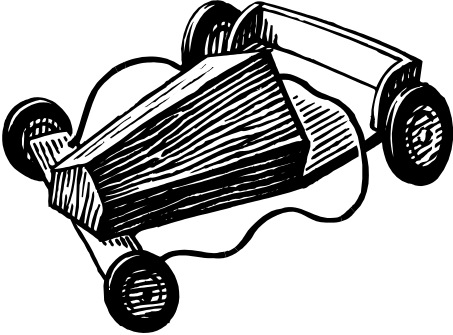

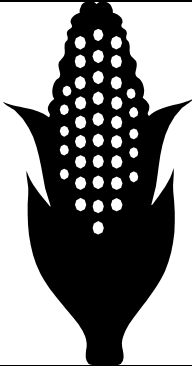
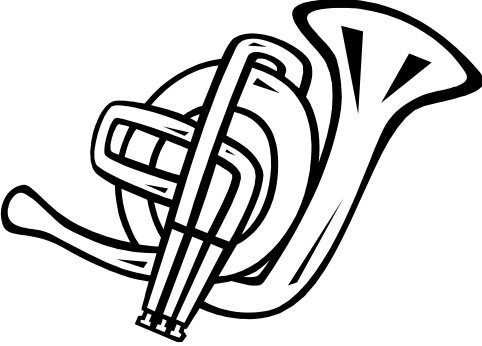


How to make a worksheet to upload to the Internet

1. Make a table in a word processing program (e.g., Word).

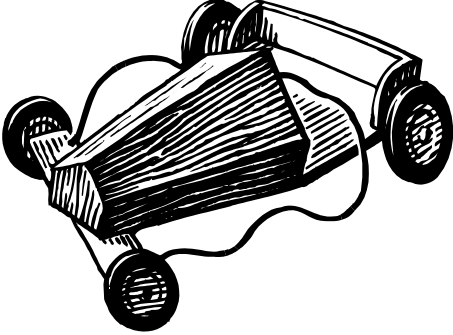

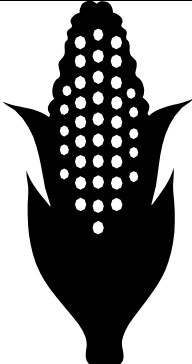
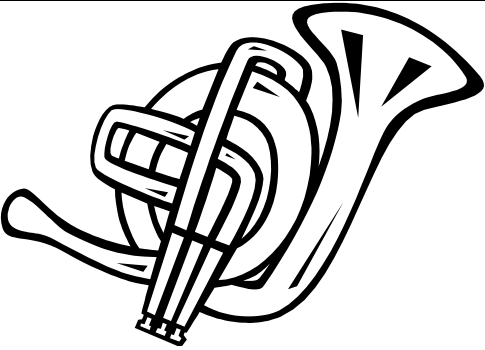
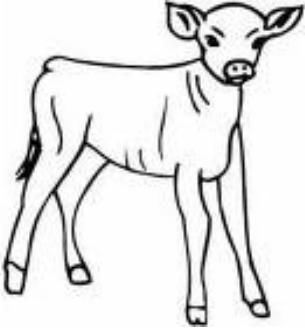
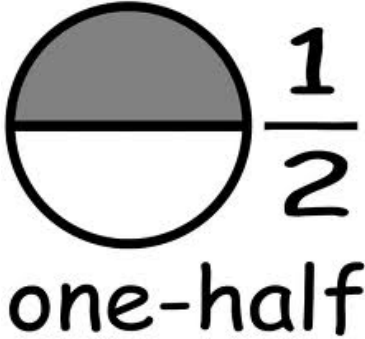
2. Insert the pictures and centre/center them, ensuring they are fully within their individual cells in the table.

etc.

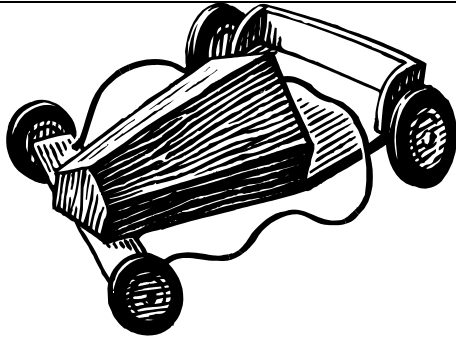
How to make a worksheet to upload to the Internet

3. Write the captions and centre/center them.

	
cart	heart
	
corn	horn
	
calf	half
cart heart corn horn calf half	

How to make a worksheet to upload to the Internet

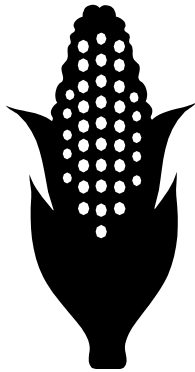
4. Hide the gridlines and put the table in a box (border).



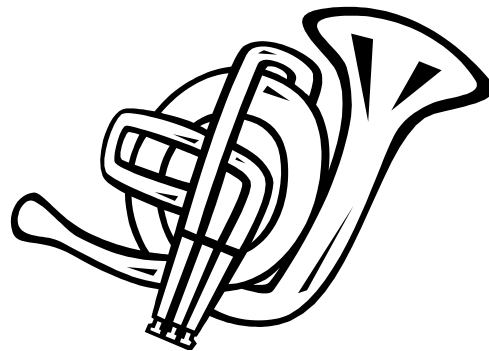
cart



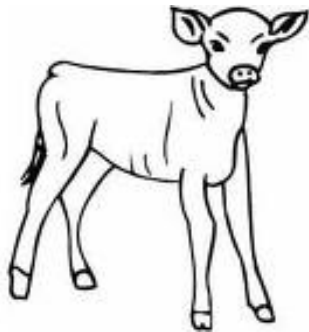
heart



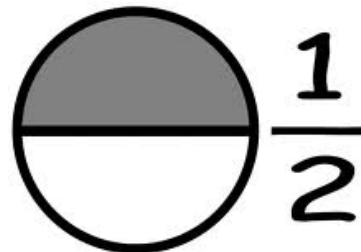
corn



horn



calf



$\frac{1}{2}$

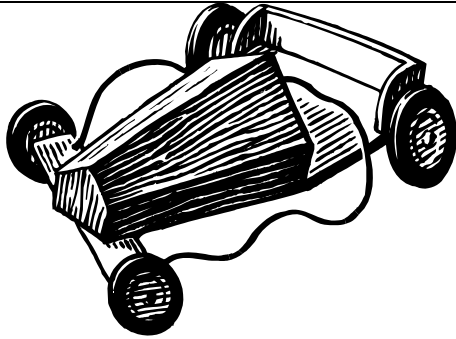
one-half

half

cart heart
corn horn
calf half

How to make a worksheet to upload to the Internet

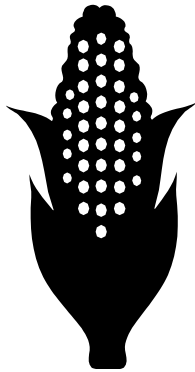
5. When satisfied with the layout, etc., reduce file size, add your header & footer (e.g., copyright) and save as .pdf.



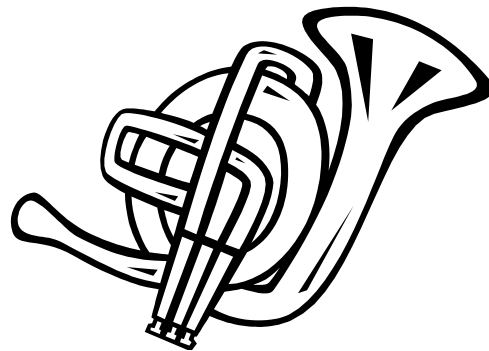
cart



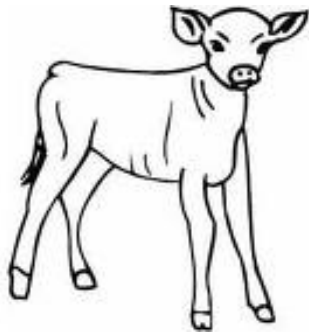
heart



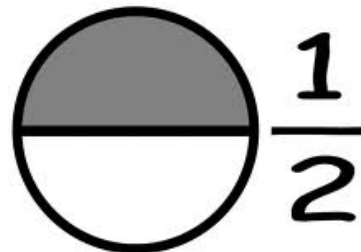
corn



horn



calf

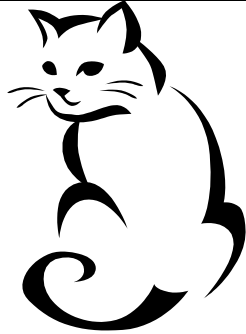


one-half

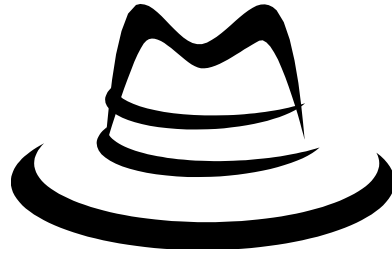
half

cart heart
corn horn
calf half

How to make a worksheet to upload to the Internet



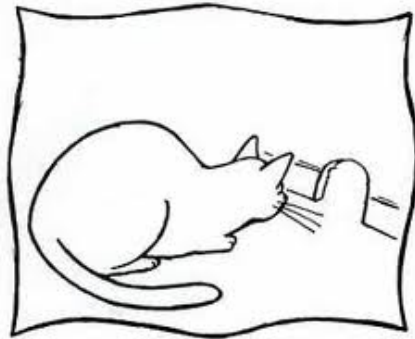
cat



hat



coal



hole



cook



hook

cat hat
coal hole
cook hook

Use **Comic Sans MS** or **Ayuthaya** if you want “**a**” and not “**a**”.
The captions, cart, heart, corn, etc. are Ayunthaya 14pt, and the images are copyright free clipart.