SMARTboard "Transitional Words Activity" Template Instructions
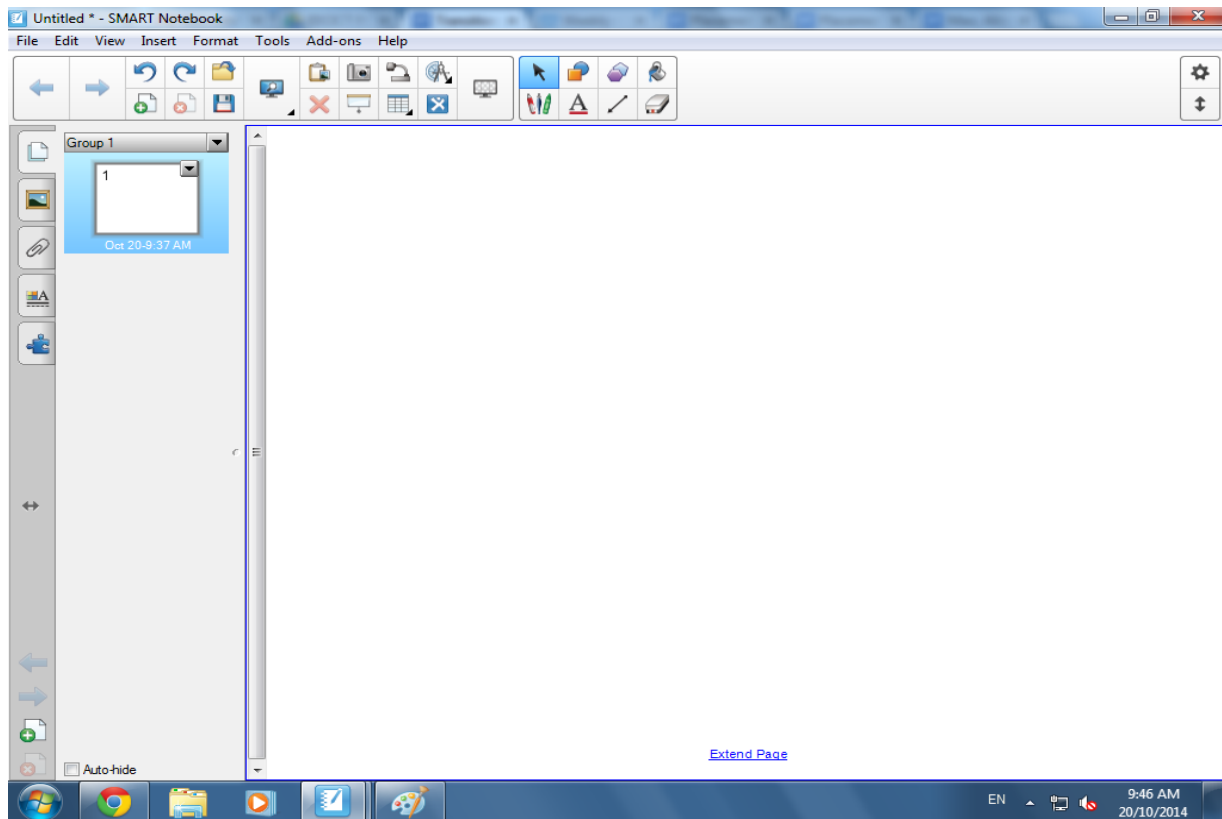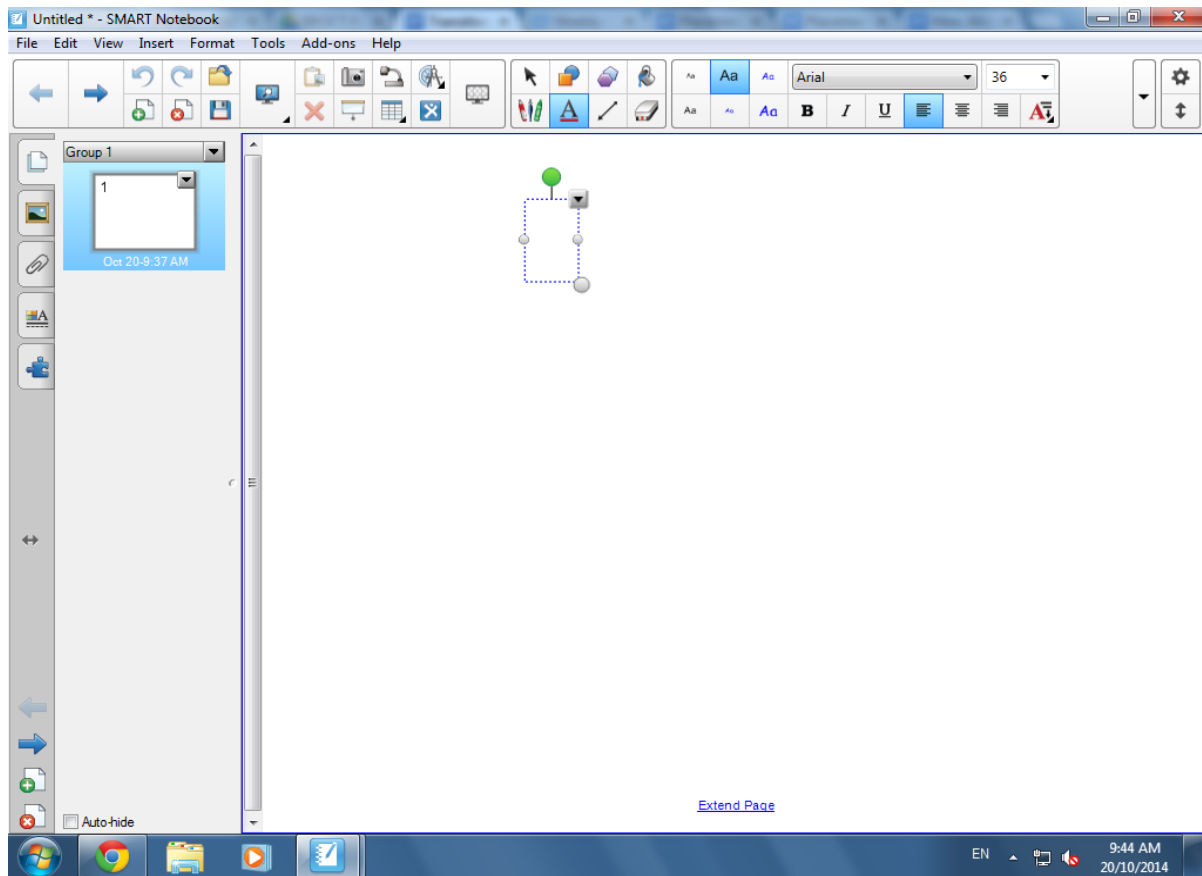
How to edit, navigate, use

1. **Open the "SMART Notebook" software.** A new document should be created upon opening the program.

2. **Select the text tool.** Click the location of where you would like the title to be and type it into the box. Repeat this procedure to type in the instructions. In order to customize the font, click the different "Aa" boxes along the top right-hand corner.

3. **Copy and paste the paragraph into the page.** Afterward, the font can also be adjusted by highlighting the text and changing the settings on the top right section of the screen. The paragraph can be locked by clicking the arrow icon on the top-right hand corner of the thin rectangle around the text, then clicking on "Lock in Place".
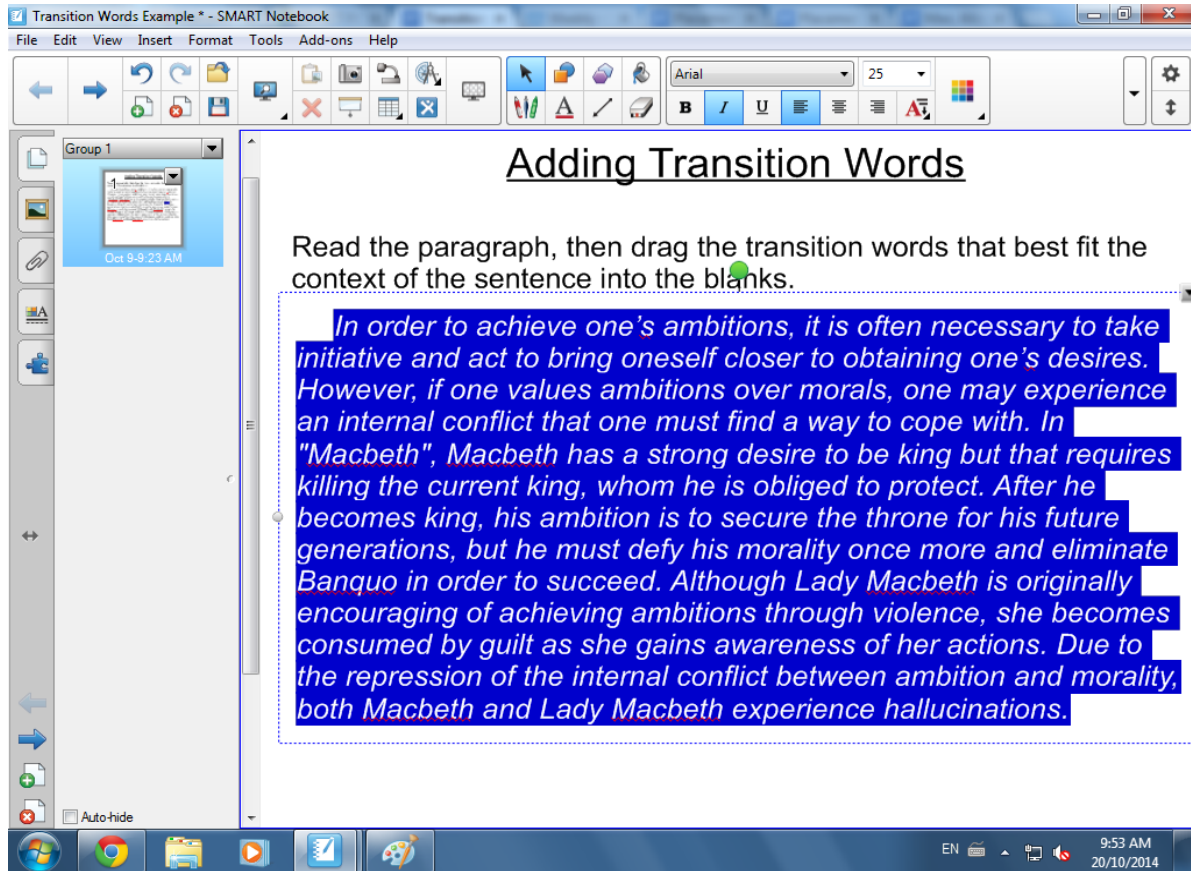
4. **Create the word bank box using the shape tool.** Click and hold the left mouse button on the location where you would like the top left corner of the box, then drag the outline of the box to the desired size. Release the left mouse button to create the box.
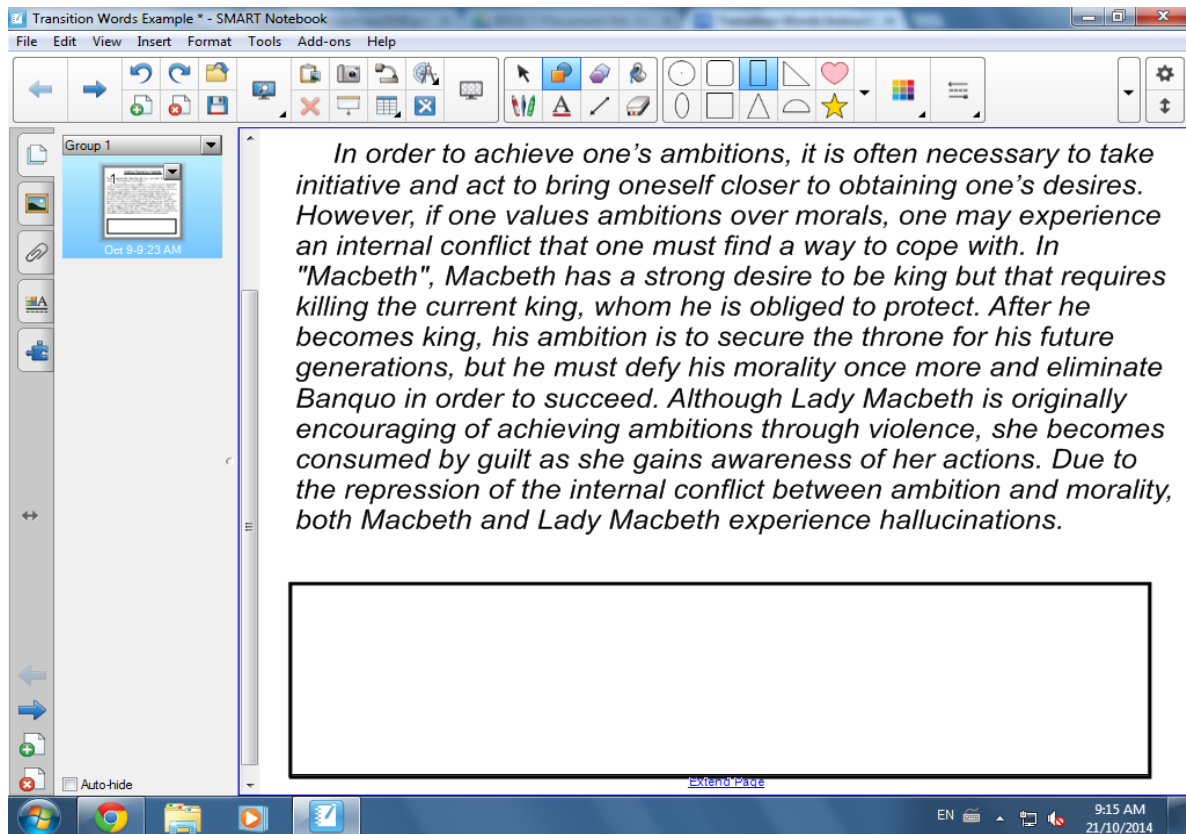
5. Click the text tool to add the title of the word bank box and the transition words.
Adjust the font using the boxes with the "Aa"s. When you are finished, click the location where you would like the title to be and type in the title. Type each transition word that you will remove by clicking where the word will be and typing one word. Repeat this procedure for each individual word to ensure that they can move independently.
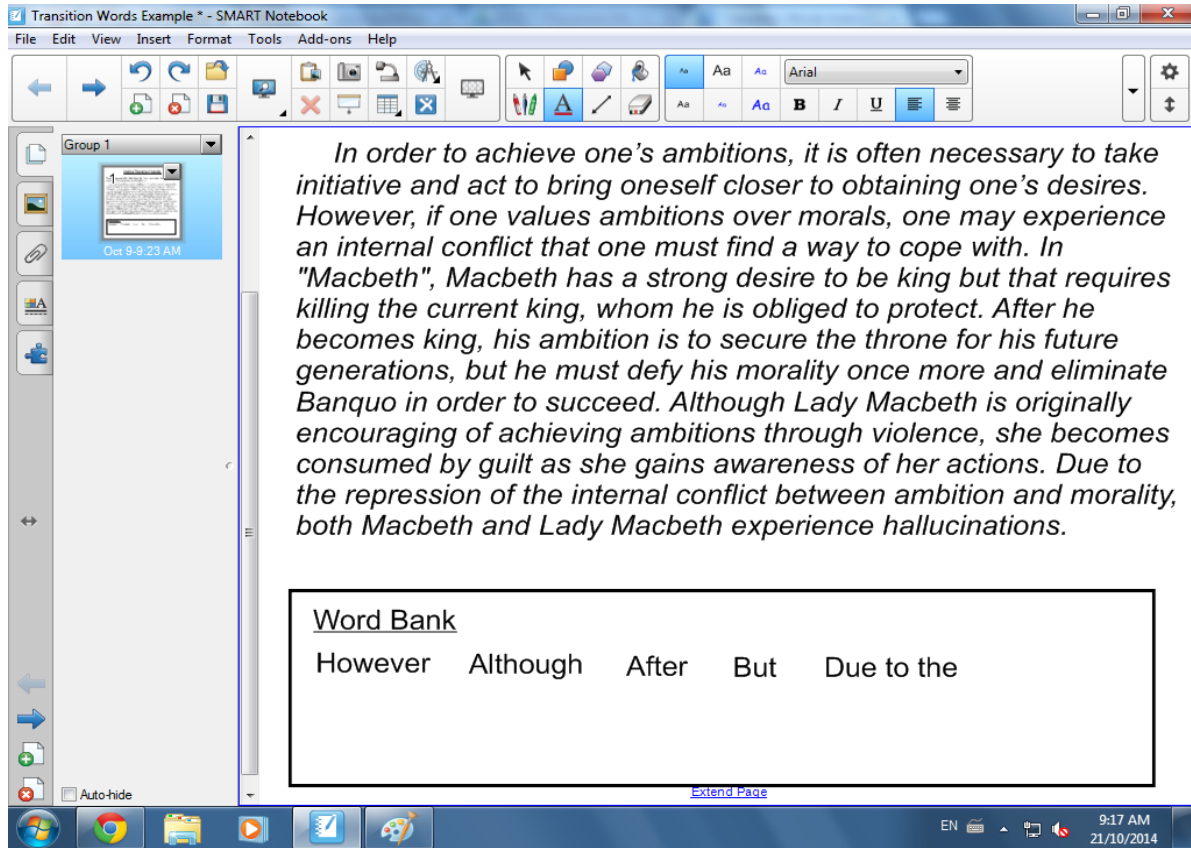
6. **Replace the transition words with blanks.** Highlight the original word and immediately type "_" multiple times. Repeat this step for each word. If you desire equal lengths of lines, use the same number of "_" entries for to replace each word.
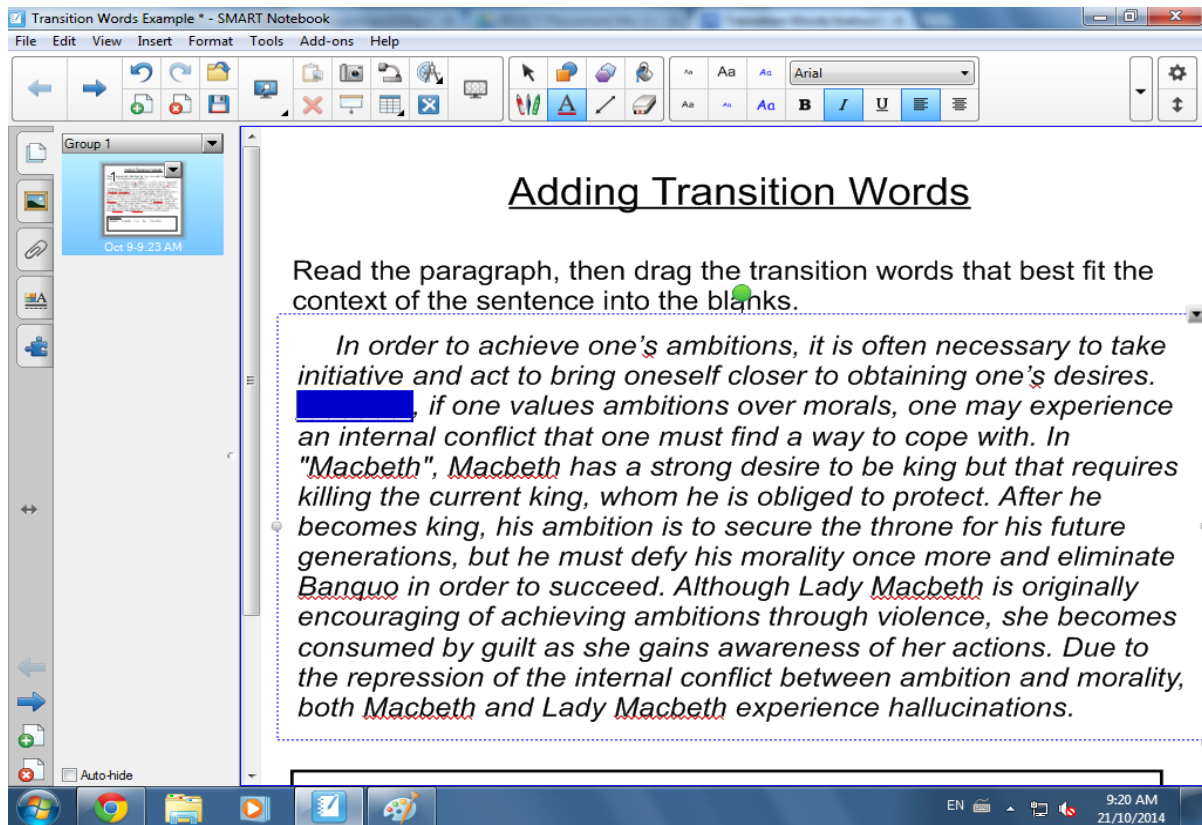
7. **The activity is complete!** During the activity, set the cursor on and click on the "View" submenu on the menu bar. Click "Full Screen" to conduct the activity on the SMARTBoard.