# **My Paint Study Guide**

## Let's Learn About Microsoft Paint! 🎨

#### Where are the tools in Paint?

The tools are on the **left** side of the page.

# What do I use to draw shapes?

♦ I use the **shape tool** to draw shapes.

#### How do I fill a shape with color?

I select the **bucket tool**, choose a color, then click on the shape I want to fill.

### How do I change the width of a line?

\ I use the **size tool** to change how thick or thin my lines are.

#### How do I fix a mistake?

I select the **eraser tool** and erase the mistake.

#### What tool do I use to draw a square?

I use the **shape tool** to draw a square.

#### What tool changes the screen color to green?

The bucket tool can change the whole screen to green.

### What tool do I use to sketch drawings?

I use the pencil tool to sketch drawings.

#### What tool do I use to select a shape?

b I use the **select tool** to choose shapes.

### How do I move a selected shape?

 ← I hold the left-click button and move it.

#### How do I delete a selected shape?

I press the **delete button** on the keyboard.

# How do I copy something in Paint?

First I select it, then I **right-click**, then I click on **copy**.

#### How do I paste a shape?

l right-click, then click paste.

## How do I save my picture?

I click **file**, then **save as**, name my picture, choose where to save it, then click **save**.

#### **Practice Questions:**

- 1. Where are the tools in Paint?
  - At the top of the page
  - At the bottom of the page
  - To the left of the page √
- 2. What tool do you use to draw shapes?
  - The select tool
  - The shape tool √

- The size tool
  3. How do you fill a shape with color in paint?
  You select the bucket tool, choose a color, then click on the shape you want to fill ✓
  You right-click
  You paint it with the paint brush tool
- 4. What tool do we use to change the width of a line in paint?
  - The select tool
  - The size tool √
  - The bucket tool
- 5. How do you correct a mistake?
  - Select the eraser tool and erase the mistake ✓
  - Draw next to the mistake
  - Draw a line through the mistake
- 6. What tool do we use to draw a square?
  - The brush tool
  - The shape tool √
  - The bucket tool
- 7. What tool do we use to change the color of the screen to green?
  - The bucket tool √
  - The pencil tool
  - The brush tool
- 8. What tool do we use to sketch drawings?
  - The pencil tool  $\checkmark$
  - The brush tool

- The eraser tool
  9. What tool do we use to select a shape?
  The select tool √
  The brush tool
- 10. How do you move a selected shape?
  - Hold the left-click button and move it  $\sqrt{\phantom{a}}$
  - Right-click three times
  - Don't do anything

• The pencil tool

- 11. How do you delete a selected shape?
  - Press the delete button on the keyboard √
  - Press the spacebar on the keyboard
  - left-click three times
- 12. How do you copy something in paint?
  - First select it, right click, then click on copy √
  - Press the delete button on the keyboard
  - Press the spacebar button on the keyboard
- 13. How do you paste a shape?
  - Select a shape using the select tool, click copy
  - Right-click, then click paste √
  - Right-click, then click copy
- 14. How do you save your picture in paint?
  - Click the red cross in the top-right corner of the screen
  - Click file, save as, name your picture, choose where you want to save it, then click save √

• Right-click and click save