

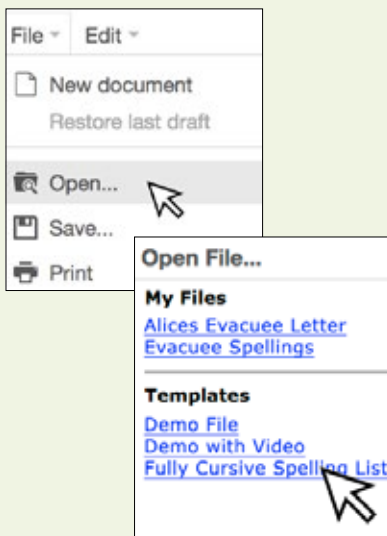
Letter-join Word Processor

Instructions to build a spelling list from a Letter-join template

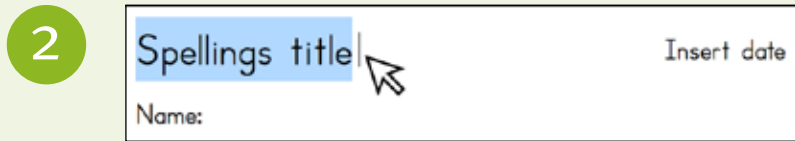
- 1** Open the Letter-join Word Processor under Extra Resources.



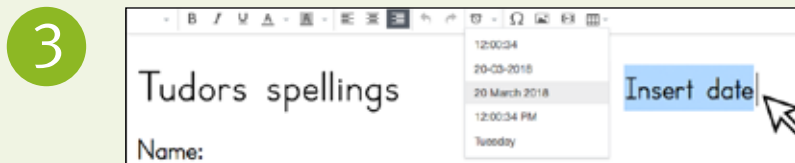
Click the 'File' option that is INSIDE the Word Processor window, and select 'Open' and choose 'Fully Cursive Spellings' from the 'Templates' section.



Selecting all of the text, once the list has been created, will allow the font type and size to be changed.



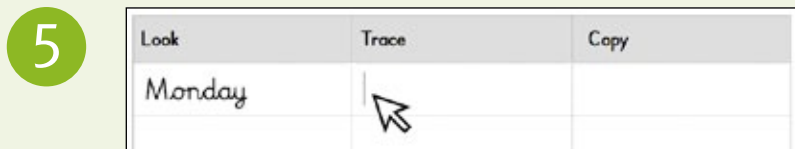
Scroll over the heading to select 'Spellings title' and overwrite the heading for your spelling list.



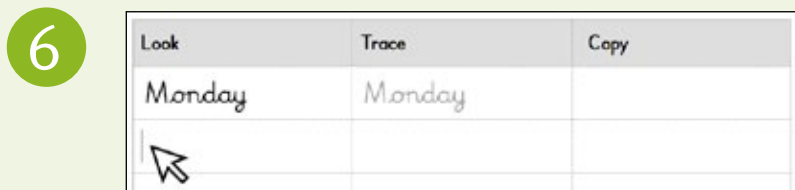
Scroll over 'Insert date' and overwrite the date or select an option from the pull-down menu.



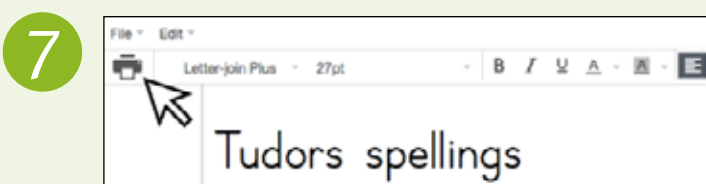
Place your cursor in the cell underneath 'Look' and type your first word.



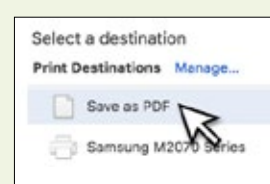
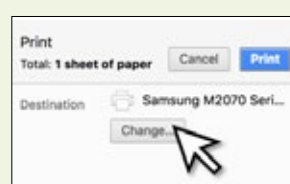
Now place your cursor in the cell underneath 'Trace' and type your first word again. The 'Trace' text will be grey.



Continue by adding the 'Look' word and then the 'Trace' word in the next rows until the table is complete. You can save your worksheet using 'Save' at the top left of the Word Processor window.



To print your spelling list use the Printer icon at the top left of the Word Processor window.



You can print directly to your printer or you can save it as a PDF by changing the destination of the printer to 'Save as PDF'.