Kidspiration 3 is a graphic organizing and visual learning tool.

To open Kidspiration, click on the Kidspiration icon.

Create a new document.
Open an existing file.
Use subject area activities to open an existing template.

**Picture View**

Click on picture view to open a new document.

Begin by typing main idea in the highlighted bubble.

To modify, select by clicking the bubble. White boxes will appear around it.

Symbol Library begins with Basic. Change library categories by clicking the down arrow. Scrolling over category names will display other available symbols.

To view one symbol library at a time, click the blue arrows.

Find additional Symbols by typing keywords in search field. Example: boat

To return to Symbol library, click Done.
Select the bubble, choose symbol by clicking on the desired item. While selected, image will change each time a symbol is chosen. When desired symbol has been chosen, deselect by clicking anywhere on the page.

Crosshairs will appear on page wherever page is clicked. Next selected symbol will appear at crosshairs. Any item on the page can be moved by clicking and dragging.

**Bottom Menu Bar**

Zoom button scales size of the document.

Select symbol or highlight text to change font style and size. Menu bar at bottom displays text and effect shortcuts.

*Note: The *A* is bold, *A* is italics, *A* is underlined. Last *A* is to change color of text.*

Star icon hides or shows captions.

Change bubble or symbol colors by selecting the desired item. Click on each color oval to change that color in the item.
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Top Menu Bar

Writing View
Writing view button displays diagram in an outline view.
Add idea button adds a new blank line.
Move left and right buttons creates topics and subtopics.
Publish button will transfer Kidspiration 3 to word processing document.

Picture View
Click on Go to Picture View to return to diagram.
Add Symbol button allows creation of more ideas. If symbol is selected, new idea will be linked. If no symbol is selected, new idea will appear at crosshairs.
Link Symbols button allows linking from one symbol to another.
Super Grouper button allows any symbol to be a container. A super grouper container allows symbols to be placed inside it.
Clear button deletes selected items.

Undo and Redo buttons allows user to redo or undo multiple actions.

Listen button changes the cursor to an ear. Click on symbol to hear text.

Student name button allows user to add name, page numbers, and alignment.

Symbol maker allows user to create unique symbols or use rubber stamps.

Click Done when complete. New symbol appears on document.
Word Guide button is a dictionary/thesaurus with a picture and listening capabilities.

Other options are available from the Kidspiration 3 menu bar such as Goodies for background color and spell check, Sound for recording, Teacher Menu, and Help.

Click on the Kidspiration icon or File>New to get to Math View.

Math View

Click a Math Tool for a variety of Math concepts.
Color Tiles

Workspace can be used with or without grid. Click on Show Background Grid to see grid in workspace.

Color tiles can be placed at crosshairs by clicking or drop and drag tiles to desired location.

Select tile to modify colors or use the Cross Out Tool. Cross Out Tool places an X on the color tile.
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Math Text Box symbol is used to write vertical or horizontal math problems with numbers or letters.

Use the bottom tool bar to add math symbols to the problem.

Click right arrow on the tool bar to expand.

Click Go To Page Button in the menu bar to add multiple pages to the document.

**Pattern Blocks**

Click on the Kidspiration icon or File>New to get to Math View.

Drop and drag pattern blocks or place crosshairs on workspace then click pattern block to add block to workspace.

When Block is selected, click Rotate Block Buttons to rotate pattern block.
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**Base Ten Blocks**

Click on the Kidspiration icon or File>New to get to Math View.

Workspace can be used with or without Place Value Mat.

Click Place Value Mat Tool to add Place Value Chart.

Break Apart Tool separates base ten blocks into smaller units.

Flip Rod Tool flips base ten blocks vertically or horizontally.
Fraction Tiles

Click on the Kidspiration icon or File>New to get to Math View.

Drop and drag Fraction Tiles or place crosshairs on workspace then click fraction tile to add to workspace.

Resize Manipulatives scales size of the fraction tiles. Select fraction tile, click on color squares to change colors of fraction tiles. Cross Out Tool places an X on selected fraction tile. Four Pattern Squares add patterns to selected fraction tiles. Show Fraction Labels places fractions inside selected fraction tiles.

Fraction Boxes

Click on the Kidspiration icon or File>New to get to Math View.

Fraction Boxes are used to model word problems. Drop and drag Fraction Boxes or place crosshairs on workspace then click fraction box to add to workspace.

Blue arrows on the fraction box increases fraction parts up to 36 parts.
Exporting

Go to File>Export

File Export as PICT, GIF, JPEG, or HTML.

*Note:* For School Page JPEG is an option that can be resized.
When creating HTML page, create a new folder for files.