

To copy drawings from Geometer's Sketchpad 4.0 into a MicroSoft Word Document

1. Open Sketchpad and open MS Word.
2. Draw your figure in Sketchpad – or better yet, open a .gsp that already has the figure you need (or can resize to the figure you need).
3. Click on all of the parts of the figure you wish included in your copy. If you want the vertices labeled, be sure to click on the vertices as well. You may include angle labels and side lengths if you wish. The highlighted items will appear in dark pink.
4. Choose EDIT and COPY from Sketchpad. (Unfortunately you **cannot** “right click” to copy.)
5. Go to your Word document and Paste.
6. If you wish to “move” your diagram around your Word page, click on the figure, right click to Format Picture, choose Layout, choose Square (or any choice). You can then drag your figure anywhere on the page and your text will wrap around the figure.

