

# Year 3 Magpies Computing Spring 2

## Desktop Publishing

### Templates

These templates show that documents can be laid out in different ways. They can be used to start from but can be edited to how someone wants them. They are a perfect starting point.



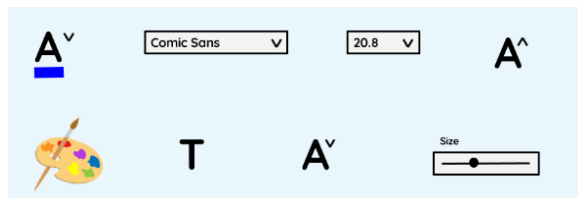
Key Vocabulary	Definition
<b>alter</b>	Change an image in some way.
<b>background</b>	What is behind the main image of a photo.
<b>crop</b>	To take a part of the image and make it bigger.
<b>desktop</b>	A computer suitable for use at an ordinary desk.
<b>edit</b>	To change an element of an image.
<b>font</b>	A style of text. Fonts can be used in different sizes and colours. Fonts show what the text looks like on screen and in print.
<b>foreground</b>	The image at the front of a photo.
<b>image</b>	A picture or photo.
<b>shift</b>	The shift key is used for a duplicate purpose such as other symbols £%* or CAPITAL LETTERS.
<b>template</b>	A document that has already been laid out in a certain way.

### Foreground and background

In the foreground of this image is a Magpie  
The background of the image shows grass.



Fonts can be changed by colour, size and style.



Fonts might be changed by the purpose of the writing, e.g., the **title** will usually be bigger to catch the attention of readers.

### Different document types

Different documents that can be made using desktop publishing postcard, leaflet, magazine, birthday cards.



### Cropping images-

An image is cropped to be able to show more detail within a picture.  
To focus the viewer onto one part of the picture.

