HOW TO CREATE A VISION BOARD

I. Brainstorm

1. Think about the end of this school year. Where do you see yourself? What do you want your life to look like? How do you plan to get there?

II. Create Your Board

1. Open Google Slides. Under "Start a new presentation," select "Blank."

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2. Select a theme.





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3. Change the background to the "Blank" background type.

4. Insert a text box. You will use this as your title box.

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5. Title your vision board.

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6. Go to File > Page setup. Select the "Custom" setting. Set your dimensions to 800 x 200 pixels.



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- 7. Add images from Google:
 - *i.* Go to Tools > Explore. Type in a word and select the "Images" tab to search for an image. Select an image and select "Insert."



- 8. Add images from other sources:
 - *i.* Try navigating to a public domain photo source such as <u>https://unsplash.com/</u>. The pictures found here can be used without concern for copyright.
 - *ii.* Save a picture to your computer, and add it to your vision board by going to Insert > Image > Upload from computer.
- 9. Add words, GIFs, lines, arrows, and more:
 - *i.* Add more text: Go to Insert > Text Box to insert a box into which you can type text.



ii. Add shapes and symbols: Go to Insert > Shapes to add shapes, arrows, speech bubbles, and symbols.



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- *iii.* Add lines: Go to Insert > Line, select your preferred line type, and draw it directly into your vision board.
- *iv.* Other features: Try out other features in the "Insert" tab to add audio clips, videos, charts, diagrams, and more.
- III. Create a Header for Google Classroom
 - 1. Complete your Google Slides vision board.



- 2. Go to File > Download and download your board as a JPEG or PNG to your device.
- 3. To upload your board image to your Google Classroom header, navigate to your Google Classroom. Select "Upload photo" near the current header, and select the vision board image from your device.

IV. Resources

- 1. <u>Google Teacher Center</u>
 - *i.* <u>Google Slides Product Guide</u>



