

How 2 - Crop Pictures



Ok so you have the picture of this dog but you only want his head. You need to do something call cropping.

Format

Step 1: Click the picture with the left mouse button.

Step 2: Click **format** on the top of your screen



Far right of the screen find the Crop button and click it.



Your picture will now have **funny black lines** on like in the picture (left) now you **click one of the lines** and **drag** it on to the picture to remove the unwanted parts of the picture



Done! Now you only have the head left of your dog and if you click of the dog the black lines will go away and you have cropped your picture!

GIVE IT A GO!