

## Pull Out

In a pull out activity, text and/or objects are hidden behind a locked image. These items can be pulled out and used during instruction. Instructional uses of this activity include matching, sequencing, student discourse, and equitable practice (random calling strategy).

### Adding Text Boxes to the Page

The first step of a pull out activity is the creation of text boxes that will be hidden behind an image on the page.

1. On the Main Toolbox, select the Text tool .

 **Note:** The background color of the Text tool changes to let you know that it is the active tool.

2. Before typing, click anywhere on the page to create a text box.
3. A text box is displayed on the page. Make the necessary formatting changes from the format menu bar at the top of the screen before typing.



4. When ready, begin typing.

 **Note:** You can continue to add additional text to your page by typing in the same text box or creating additional text boxes. When the Text tool is selected, anytime you click on the page with your mouse, a new text box is created.

### Helpful Hints when Adding Text to Your Page

- Remember, as long as the Text tool is selected, click anywhere on the screen to create a new text box.
- To modify the text formatting after typing, click the Select All button  to highlight all of the text in the selected textbox.
- Press the Enter key to move to a new line within the same text box.

- All toolboxes can be moved anywhere on the screen by clicking, holding, and dragging the four way arrow. 
- The width of text boxes can be resized by grabbing the small circle  on the right side of the text box and dragging it to the right to make it wider or the left to make it narrower.
- When clicking and dragging, hold the mouse click until you are finished resizing the text box.
- When finished adding text to your page, click the Select tool  to turn off the Text tool.

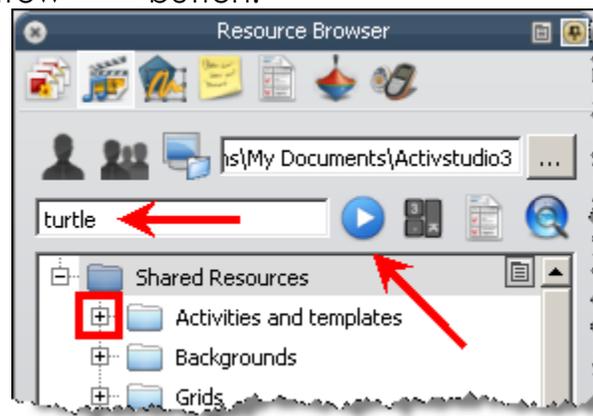
## Adding an Image to the Page

The next step in creating a pull out activity involves hiding the text boxes behind an image. First, you will add an image to the page to cover the text boxes.

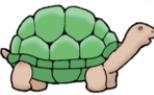
1. If the Browsers window is not already open, go to the Menu Bar and click **View** and then select **Browsers**. The Browsers window opens on the left side of the page.

2. On the Browsers window, select **Resource Browser** .
3. Navigate to the appropriate folders by clicking on the plus (+) sign to find an image that you wish to use. Or type in a keyword in the search box

and click the arrow  button.



4. Click, hold, and drag the desired image onto the page. In this example,

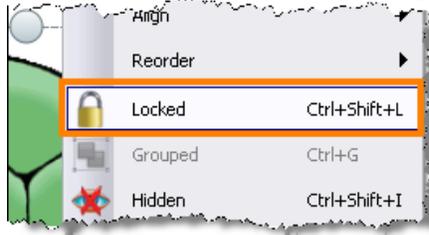
the desired image is a turtle .

5. Once the image is on the page, you may close the Browsers window by clicking the .

## Editing the Contents of the Page

The final steps in this Pull Out activity include resizing the image, locking the image in place, and moving the text boxes behind the image. Let's start by resizing the picture of the turtle.

1. Click, hold, and drag a corner handle  to resize the shape proportionally. Use the side or top handles  to adjust the height and width.
2. Once the image is the desired size, the next step is to lock the image in place. With your right mouse button, click anywhere on the image and select **Locked** to prevent the image from moving.



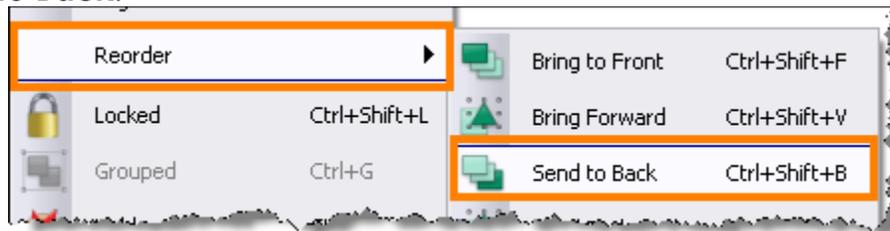
## Hiding the Text Boxes behind the Image

The last step in the activity requires moving each of the text boxes behind the locked picture on the page.

1. Click, hold, and drag each of the text boxes to be concealed behind the picture.

 **Note:** The image (or container) must be on a higher layer than the text boxes that are being contained so create the text boxes first. Otherwise, you can change the layer of the container.

2. If the text boxes appear on top of the image, you can change the layer of them. Right click on each of the text boxes and select **Reorder** and **Send to Back**.



## Saving Your Pull Out Activity BEFORE Testing It

It is recommended that you save your flipchart before testing your pull out activity. This will allow you to easily reset your page instead of having to recreate the activity.

1. On the Main menu at the top, click **File** and select **Save**  Save.
2. The Save the flipchart as...dialog box opens. Select the desired location and enter a filename for your flipchart.
3. Select the **Save** button.

## Testing Your Pull Out Activity

1. Place the mouse over the image and look for the four-way arrow right below the mouse cursor . If you see the four-way arrow, then there is a text box hidden right behind it. Click, hold, and drag the text box out to reveal the name or number.
2. On the Main Toolbox, select the Page Reset  button. The page is reset to the way it was the last time you saved.