Widgit Online

Website: www.widgit.com/support
Telephone: 01926 333680
Email: support@widgit.com

Creating Door Signs

✔ After making this resource you will be able to...

- Log into your account and access the **Templates**
- Select an appropriate **Template**
- Fill in the **Template**
- Save the **Document**
- Print the **Document**

🕐 **This activity will take you approximately 5 minutes to complete.**

Log In

1. Go to the URL:
   www.widgitonline.com
   and **Log In.**

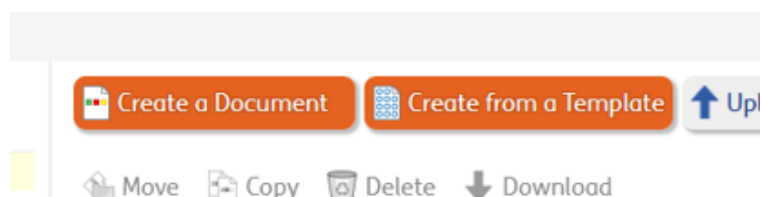Log in to Widgit Online

Email address or group ID/username:	widgittest@gmail.com
Password:	••••••••••••
Remember Me:	☐

Forgotten your password?   Log in

Find the Correct Template

1. Select **Create from a Template.**

Create a Document   Create from a Template   Upl

Move   Copy   Delete   Download

2. Select **Flashcards and Vocabulary**, and **1x1 Flashcard.**

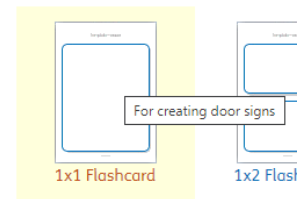## Choose a Template

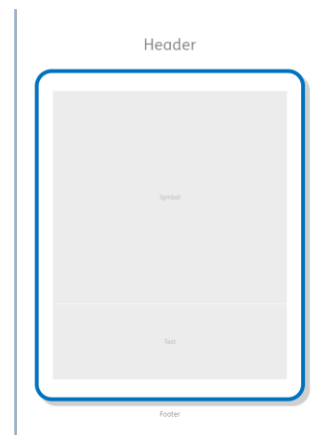**Widgit Templates**

Flashcards and Vocabulary

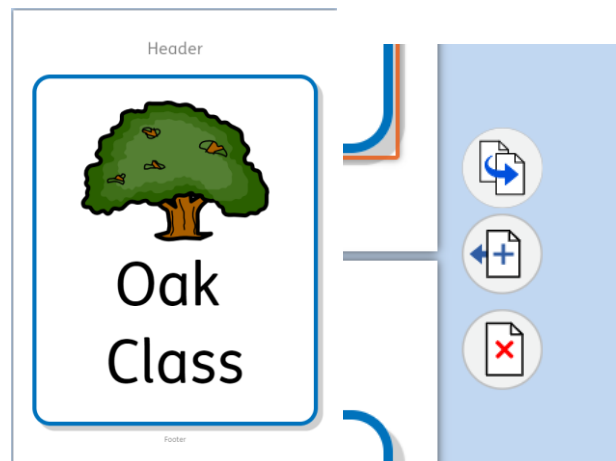Activities

Timetables and Planners

Portrait Flashcards

For creating door signs

1x1 Flashcard

1x2 Flash

Edit the Document

3. Type in the **Text** box, the symbol will auto-fill.

Header

Symbol

Text

Footer

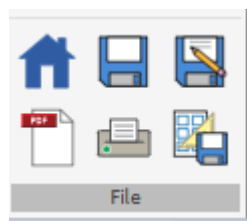4. **Click** the **+** to add pages.

Header

Oak Class

Footer

5. You can replace a symbol with a photograph. All pictures in your **Image Library** are here, you can also upload new images. With the **Symbol** cell selected, and in the **Image Library** tab simply **click** the image you wish to use.
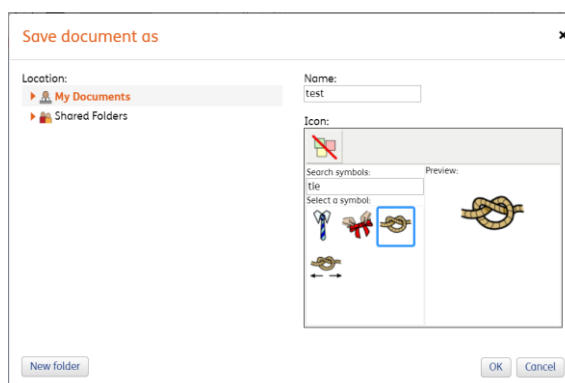
Save and Print the Resource

1. To save the document click on the **Save** icon.

2. Choose the **Location** to save in from the left-hand side. Type a **Filename** in the box, and you can also choose a symbol for the file (optional). Click **OK** to save.

3. To print a document, click the **Print as PDF** icon. Click **View PDF** on the pop-up window. You can then send to your printer.

View PDF ✕

A PDF version of the document has been created.
View PDF

How do I print two-up?   OK