

Using the Kidspiration 2 Publish Tool

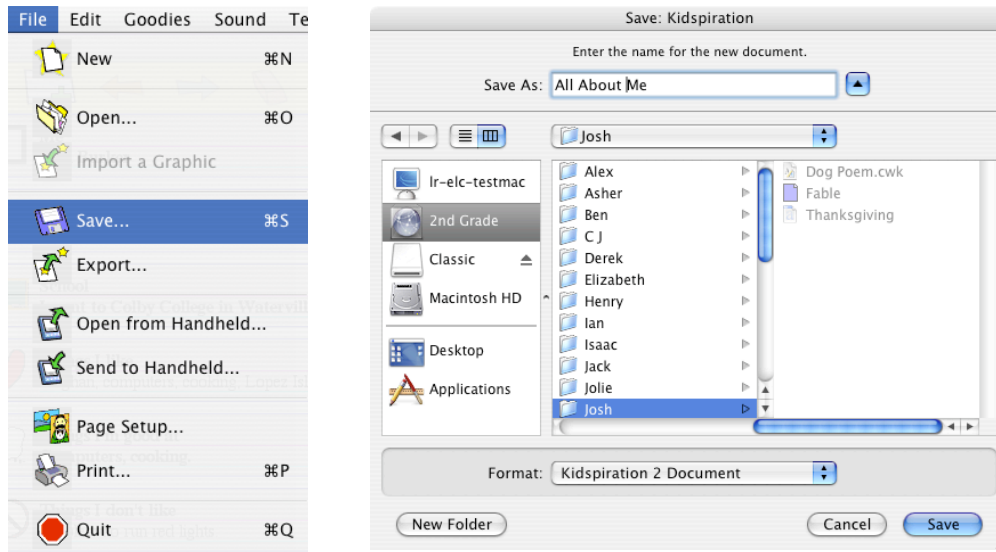
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Kidspiration 2 is a visual means of pre-writing for students in grades kindergarten through five. Students can create graphic organizers for their writing by combining text, pictures, and spoken words. Kidspiration 2 is designed to work across the curriculum, including templates for use in reading and writing, science, social studies, and math, or any other project that a student needs to visualize, organize, or categorize information.

Included in Kidspiration 2 is a **Publish** tool that allows a user to export his or her Kidspiration 2 project into AppleWorks or Word. There, students can expand upon the ideas that they generated and graphed in Kidspiration 2. In order to guarantee that the user's "published" work is saved to the correct place on the server, and not on the local hard drive, the student needs to save his or her work before publishing. This document will lead you through the steps necessary before publishing work from Kidspiration 2 to a word processor.

Save the Work

Start by saving the Kidspiration 2 document that you have created. It is always good to take this step early in the process! Go to the **File** menu and select **Save....** You will be prompted to choose where you want the document saved; make sure that you select the appropriate folder on the server. Here I am saving to my folder on the Second Grade share.



If you save your work before you choose to **Publish** the document to a word processor, the word processing document will be automatically saved to the same folder. Otherwise, the published document will be saved to the local hard drive and will be removed when the student logs out.

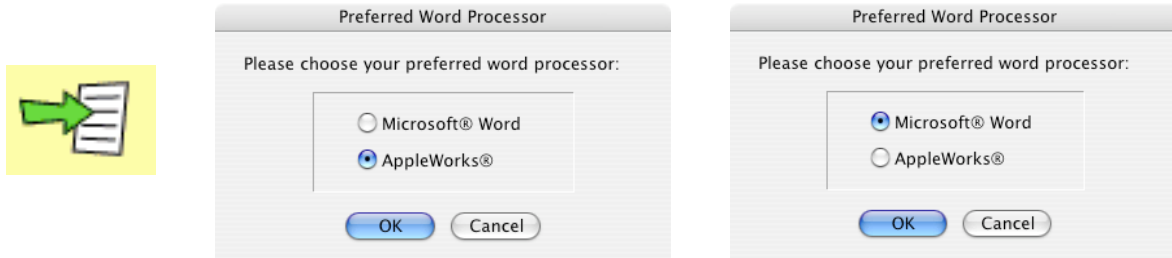
Publish the Work

With the document saved to the correct location on the server, you are ready to publish the document to a word processor, where you can expand upon the outline you have created in Kidspiration 2.

At the top of the Kidspiration 2 window is the **Writing Toolbar**, which looks like the diagram below when you are in **Writing View**. The **Publish** button is on the far right of the toolbar.



When you have completed your work in Kidspiration 2 and are ready to **Publish** the work to a word processor, make sure your document is saved. Then click the **Publish** button on the toolbar. You will be prompted to choose which word processor you want to use. Select between AppleWorks or Word and click the **OK** button.



The document will be converted to an AppleWorks or Word document and saved in the same directory that the Kidspiration 2 document was saved in.

