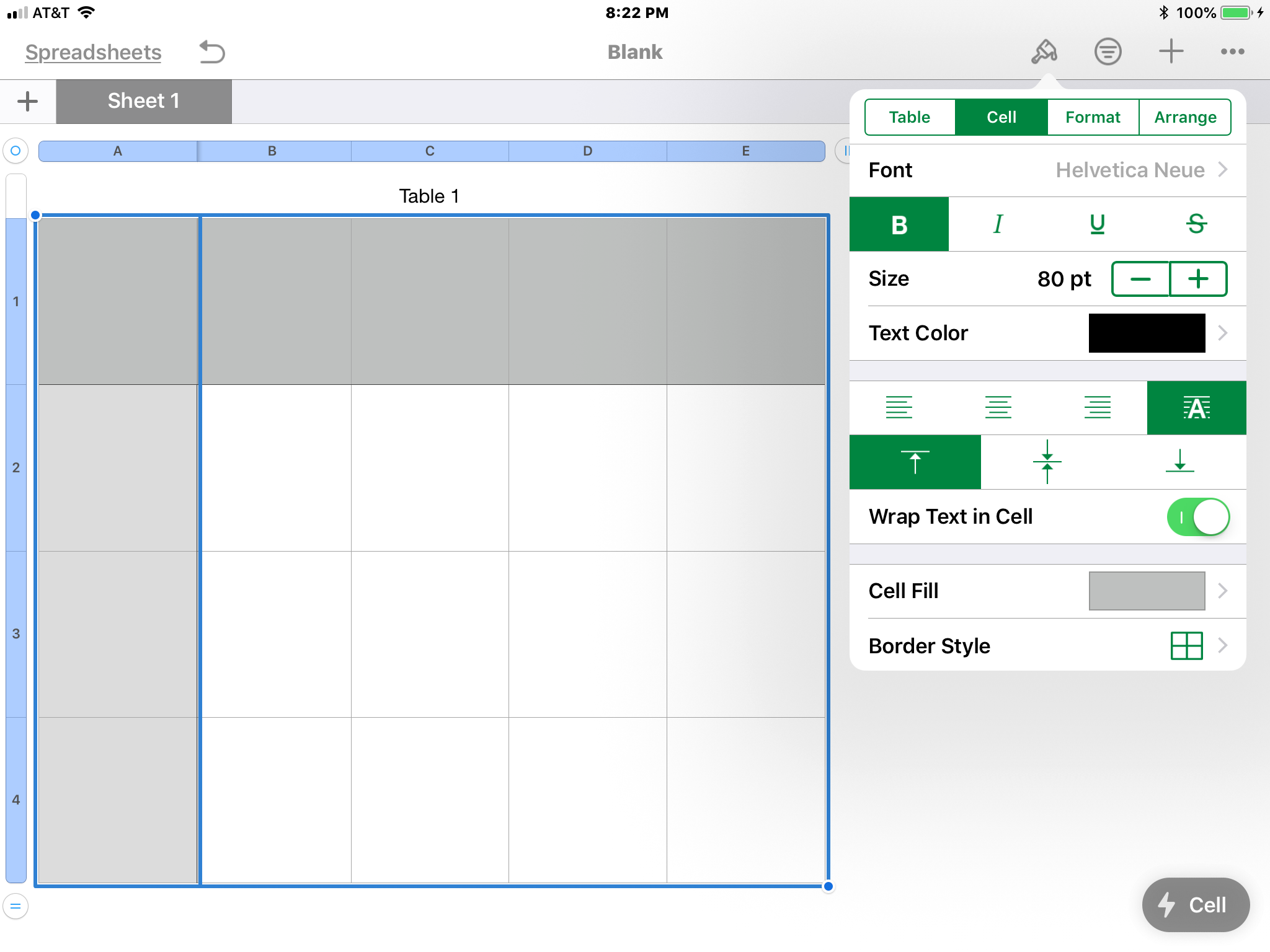
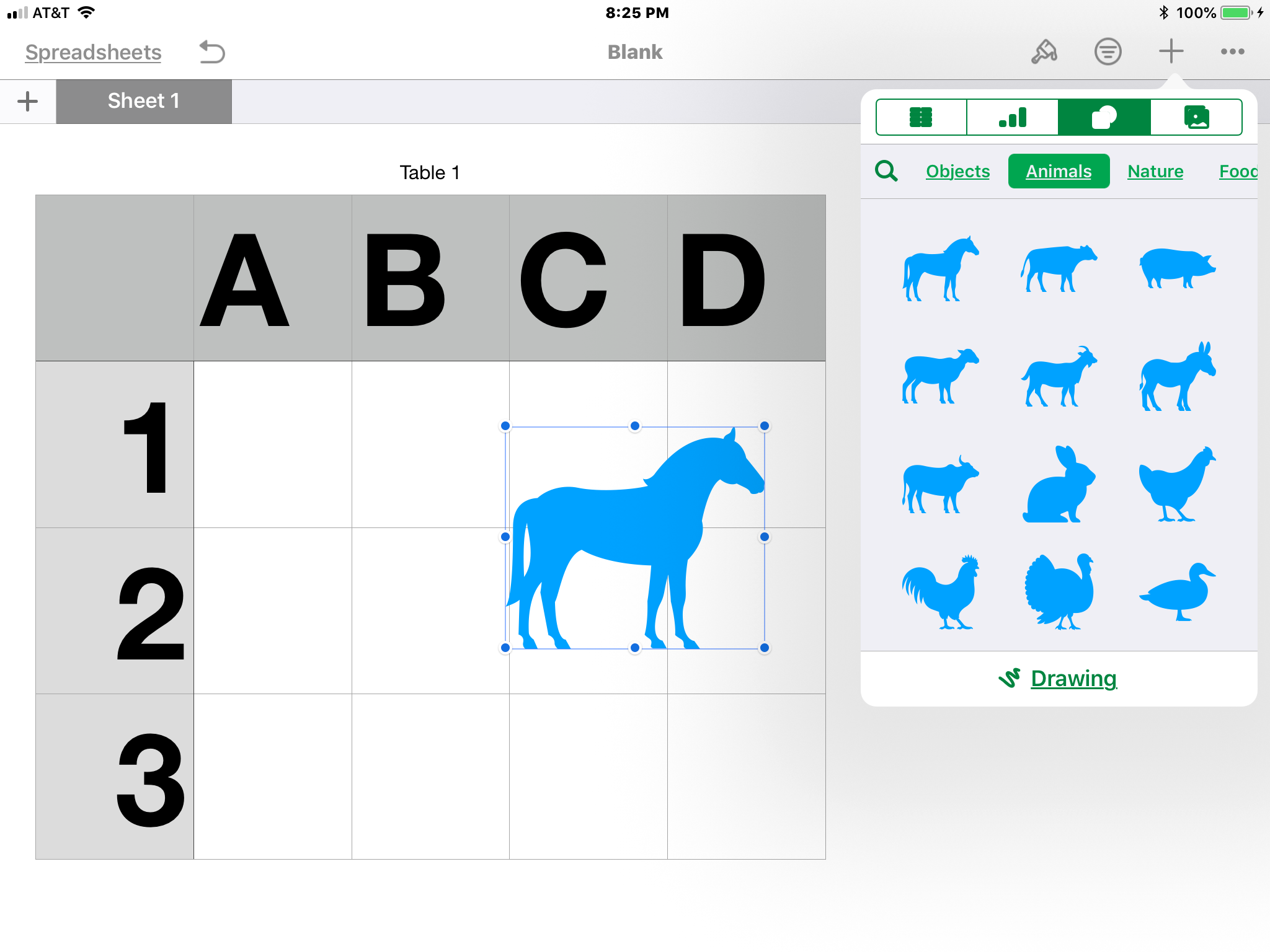
# Create Table with Stickers in Numbers

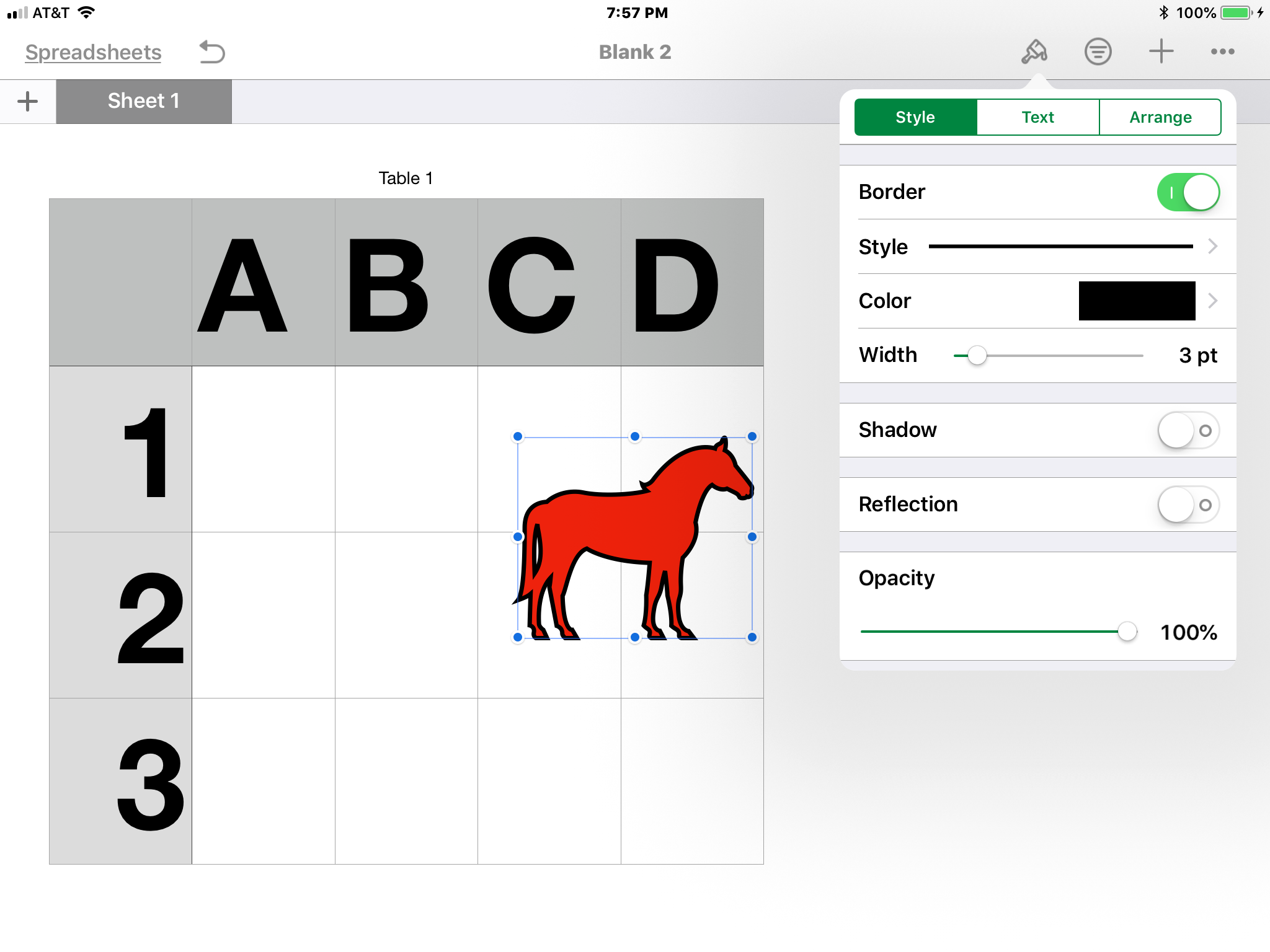
* Open a new Numbers spreadsheet (Blank page)
* Make your desired grid size (3x4 grid; NOTE: the first row and first column are table headers, so add one extra row and column. A 3x4 grid with headers requires 4x5.)
  + Hold and drag Column handle (circle with two lines located at the end of the column labels) to add or delete columns until desired size is reached.
  + Hold and drag Row handle (circle with two lines located at the bottom of the row numbers)
* Make grid squares larger (must be larger to accommodate stickers)
  + Select the entire table
  + Tap Format button (paintbrush symbol)
  + Tap Cell Button
  + Under Size, tap Plus Button multiple times until desired size is reached (90)



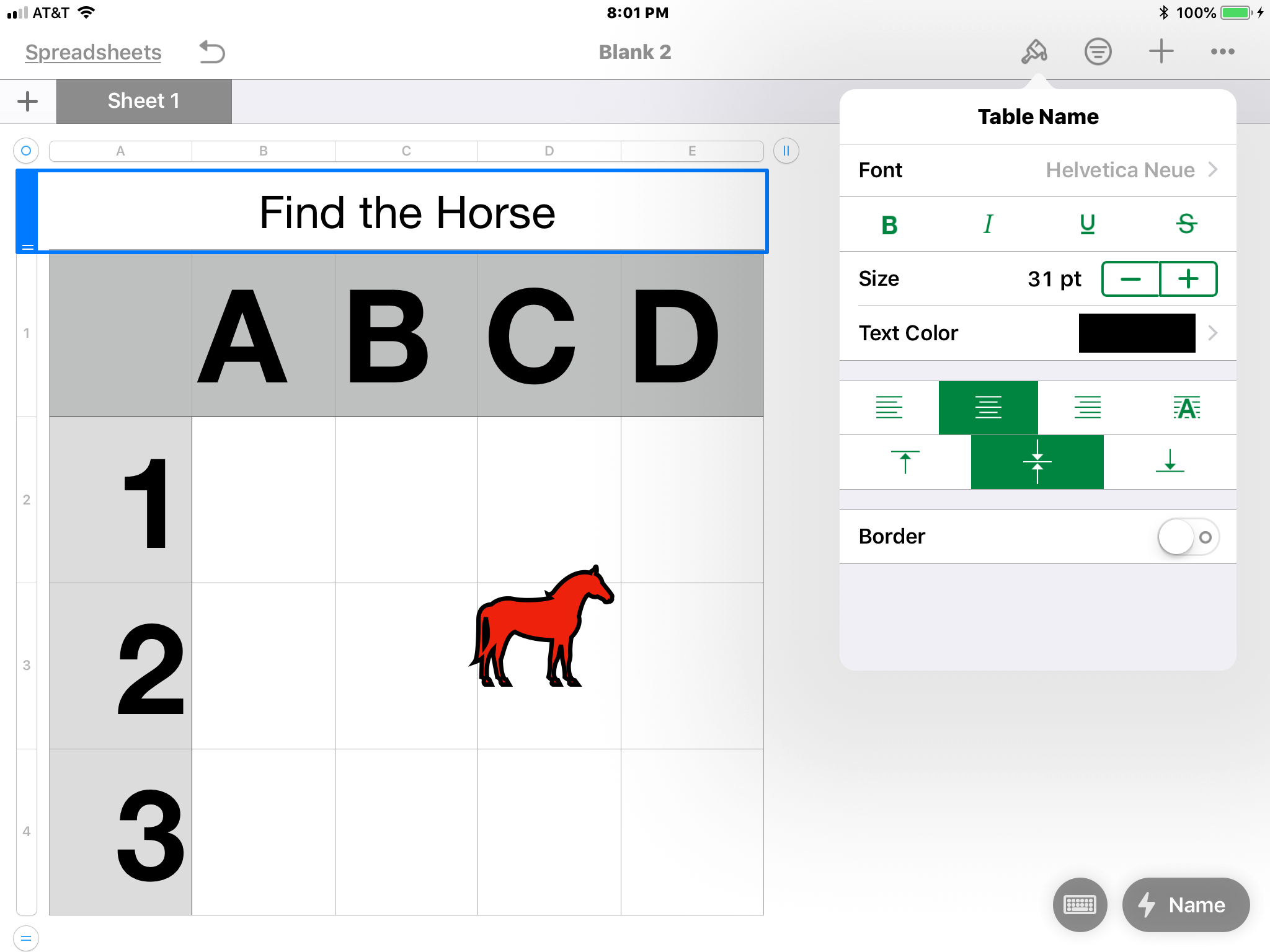
* Label Rows 1 -3
  + Touch shaded square in Row Header and type number.
  + Repeat until all Header Rows are numbered
* Label Columns A-D
  + Touch shaded area in Column Header and type letter.
* Add Sticker
  + Tap on Insert button (plus symbol)
  + Shapes button (square on top of circle symbol)
  + Select desired shape/sticker (horse)
    - Note: ‘Shapes’ are organized by these categories: Basic, Objects, Animals, Nature, Food, Symbols, Education, Arts, Science, People, Places, Activities, Transportation, and Work
    - There are 12 shapes under each category



* + Change color of sticker
    - Tap on sticker
    - Tap on Format button (paintbrush symbol)
    - Tap on Style button
    - Select desired color
      * Options are blue, green, red, gold, pink or black
      * You can choose to add a border around the sticker, change the opacity, add shadow, etc.



* + Decrease size of object so that the sticker will fit into the square.
    - Hold and drag the one of the handles in the corner of the of the sticker and decrease size
  + Move image to desired square
    - Tap on image to make handles appear
    - Drag image to desired square
    - Repeat to add additional stickers
  + Add a title or directions.
    - Tap ‘title’
    - Type in new title or directions
    - Increase font size of Title
      * Tap Format button (paintbrush symbol)
      * Under Size, tap Plus button multiple times until desired size is reached (31)



Note: Number Spreadsheet is accessible with VoiceOver; however, there are some VoiceOver hints that are important to know!

* **VoiceOver will announce the name of the sticker, but ONLY if you drag your finger around the screen.** If you swipe through the table, VoiceOver announces all the grid squares as ‘empty cell’. The stickers are announced after all the empty cells.
* VoiceOver does NOT announce the color of the sticker.
* Currently VoiceOver does not announce rows and column headers as you move through the table. Students must keep track of the row/column they are in. Or, once the student locates the horse, the student can drag in a straight line to the top to find the Column Header name (‘C’) or drag in a straight line to the left to find the Row Header (‘2’).
* Note: The stickers are NOT permanent. A student can accidently move the sticker to a new location!

