

Brassavola Bilingual School  
Third Grade  
II Quarter  
Computer Quiz



Place the directions in order from first to last.

HOW TO DOWNLOAD AN IMAGE

Step 1	
Step 2	
Step 3	
Step 4	

Save image in the  
correct folder

Right click on the  
selected image

Download  
image

Access Internet  
(Google chrome)

HOW TO INSERT AN IMAGE

Step 1	
Step 2	
Step 3	
Step 4	
Step 5	

Select the place  
where the image  
will be located

Locate the image  
in the folder

Click  
Insert

Click Insert and  
then Pictures

Open Microsoft  
Word