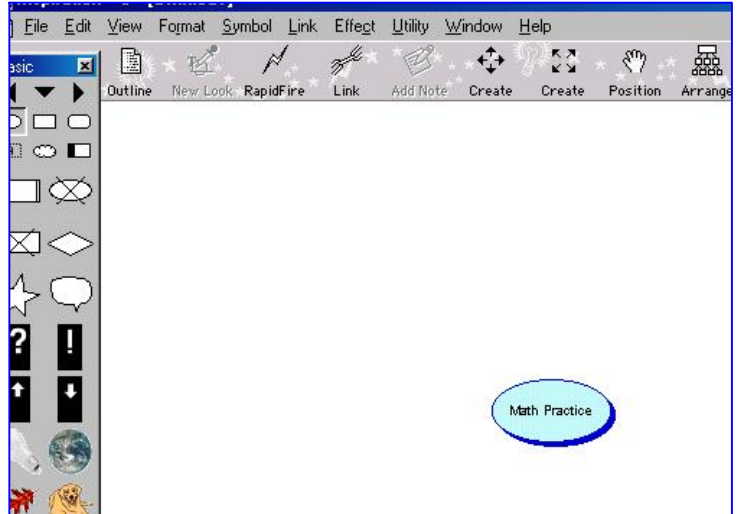


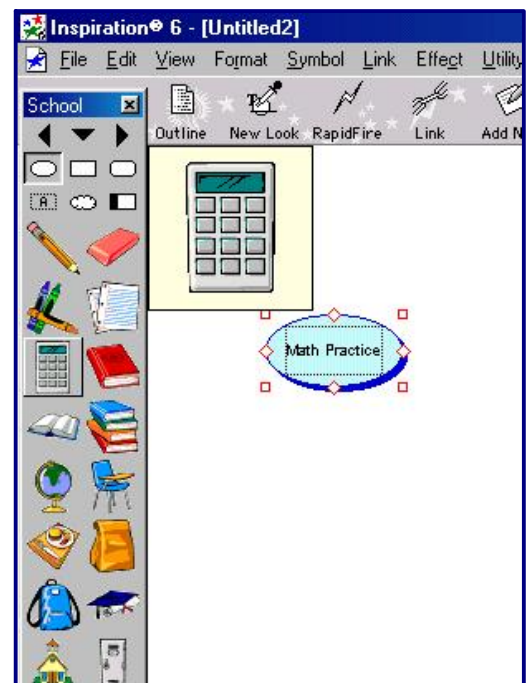
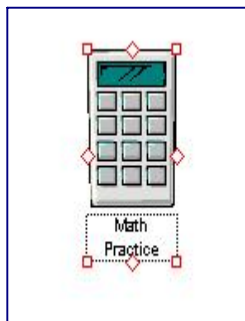
Using Inspiration to Create a Hotlist

1. Open Inspiration.
2. Type the Title of the Hotlist in the Main Idea Bubble.

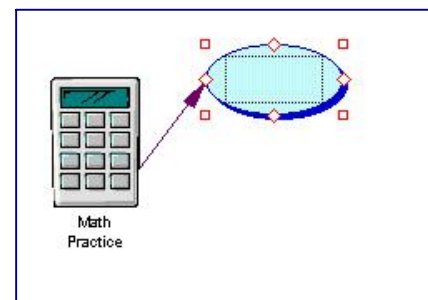
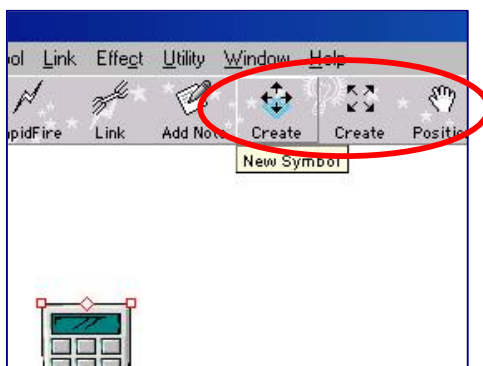


3. Be sure that you still have the little blocks (called handles) around the main idea, then go to the Toolbar and find an image that fits your hotlist.
 - If you don't see the toolbar, press the F8 key.
 - Use the arrows at the top to look through the images.

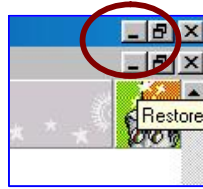
Click the image, and it will replace the bubble.



4. Click the Main Idea Bubble to be sure that the handles are selected, then click one of the Create buttons to make a new bubble.



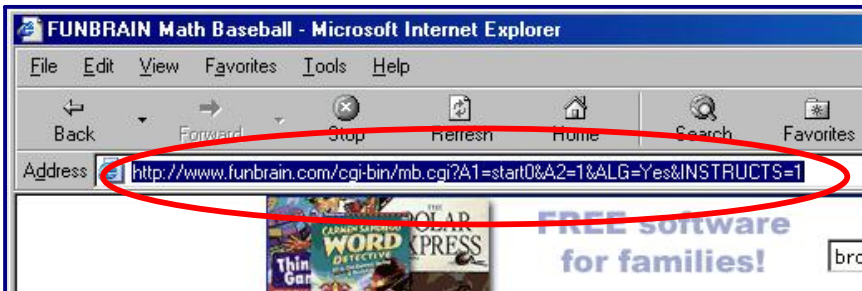
5. Minimize the Inspiration window .



6. Go an Internet Site that you would like to share with your students.



7. Click in the Address field so that the entire URL turns blue.

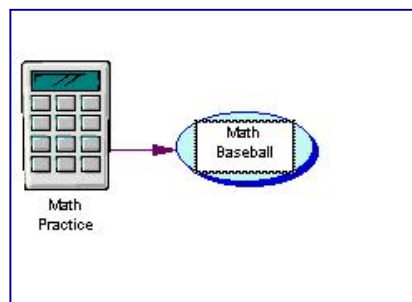


8. Hold down the Ctrl key and press the C key. (Ctrl + C = Copy)
(You will not see anything happen.)

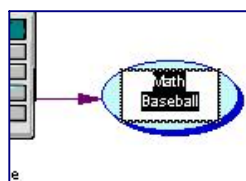
9. Click the Inspiration button on the task bar at the bottom of the screen to bring Inspiration back up.



10. Click the empty bubble to so that it has handles.

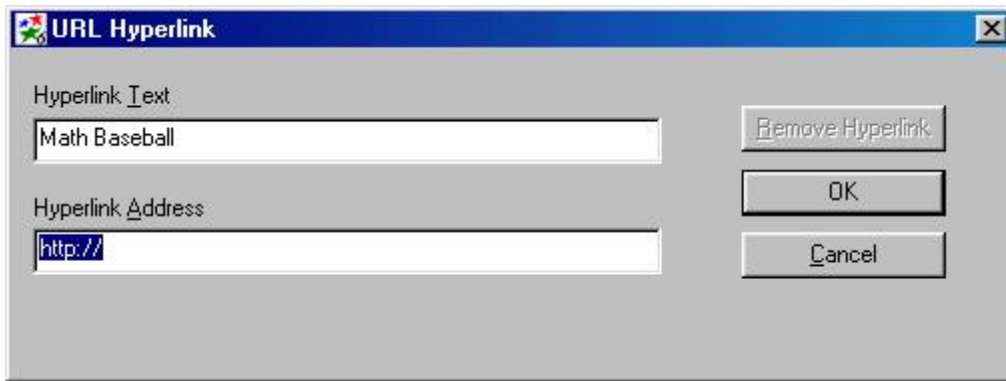
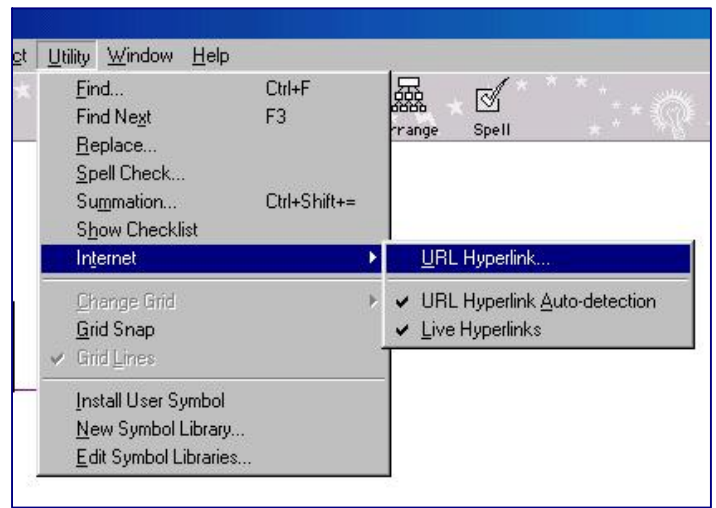


11. Type a title for the Web Site in the bubble.



12. Highlight the title.

13. Click Utility, then Internet, then URL Hyperlink.

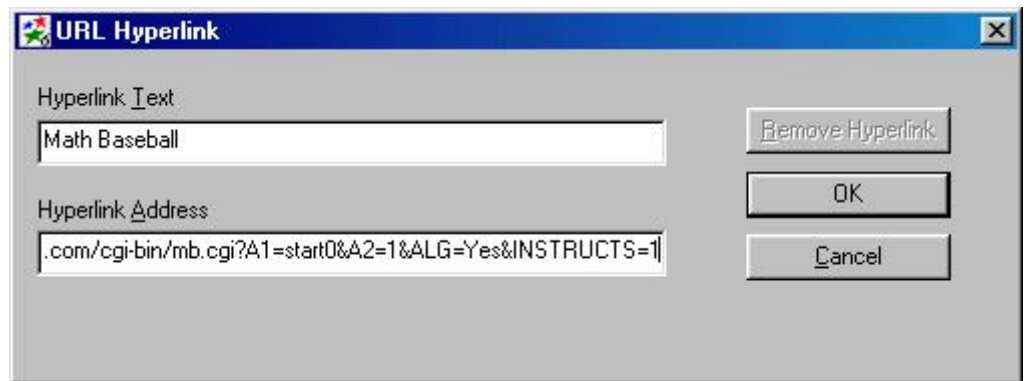


14. Check to see that http:// is highlighted. (Highlight it if it is not.)

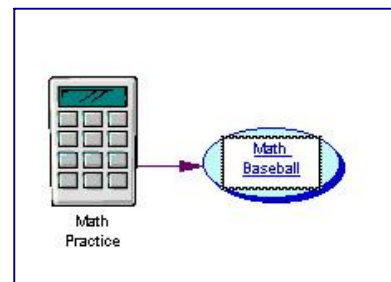
15. Hold down the Ctrl key and press the V key. (Ctrl + V = Paste)

The URL that you copied will be pasted into the field.

16. Click OK.



17. The title will be underlined and “hot”. (Clicking on the title will open the web page.)



18. Save the Hotlist.

19. Repeat steps 4 – 18 to add more links.

20. When you have made the Hotlist look like you want it to look, save it. Put a copy Shared Resources for students or peers to access.