![Widgit Online logo]

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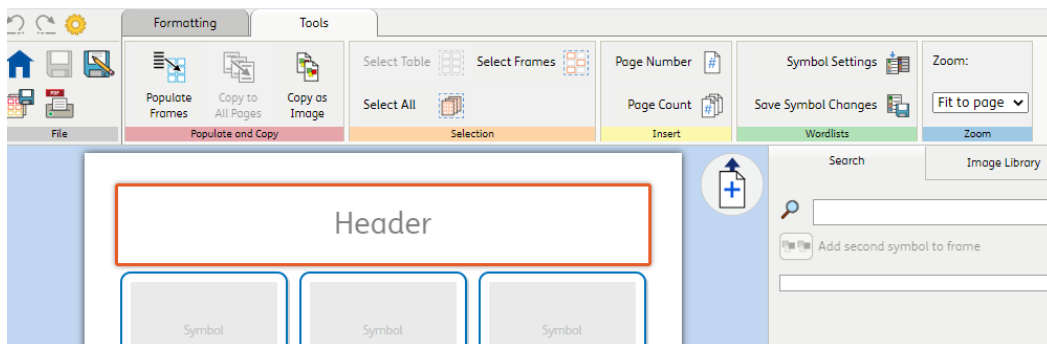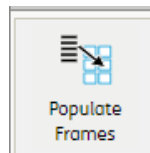Email: support@widgit.com

How to Populate Frames

The **Populate Frames** feature means you can quickly copy and paste text from other documents, lesson plans and web pages straight into Widgit Online grids. This tool is available for use with all Widgit Online templates.
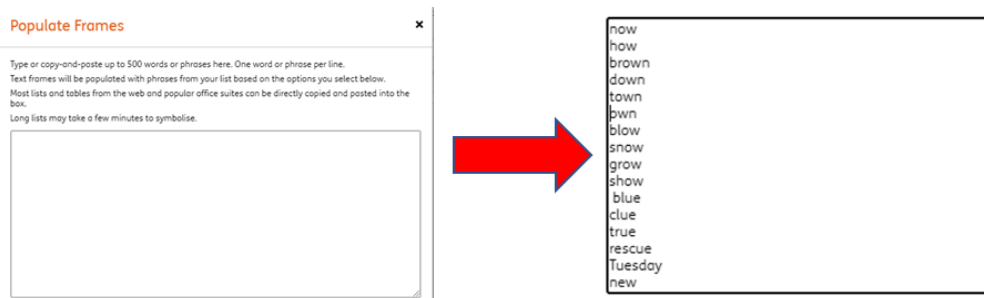
You can locate the tool in the Tools Tab:
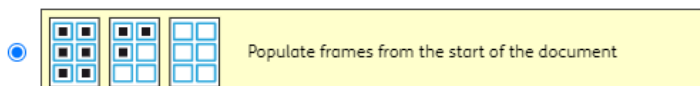

Populate Frames

Click the Populate Frames tool to open a popup.

Your list can then be typed or posted into the box (from arrange of sources including Word, Excel, emails and webpages).
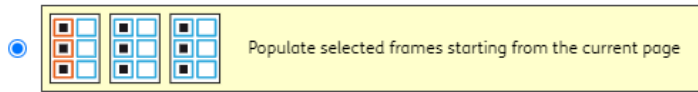

Populate Options

Below the box you have various options for how you wish to populate the frames.

Your list will be added from the first frame in your document.

Your list will be added from the frame you have selected onwards.

Hold Ctrl down to select multiple frames. Your list will then populate these frames on the current page and all pages that are subsequently added

Automatically add pages to use up all the text

To accommodate all the entries in your list, pages may need to be added to your document. If you turn this option off your list may be cut short as there will not be enough frames to populate.

Confirm and Populate

After you have typed or copy-and-pasting your list into the dialog box and selected the options you want you can click the **Populate Frames** button to confirm your selection and populate frames in your document.