Drawing in Vectors (Microsoft Excel)

1. Open Excel
2. Insert Picture
3. Click picture/ Format / Color / gray 25%
4. Draw a rectangle
5. Shape Fill / No Fill
6. Shape Outline / Automatic
7. Shape Outline / Weight
8. Then, right click rectangle and choose

Set as Default Shape

1. Then, Delete rectangle and start tracing
2. To group elements together just hold

shift down and click the elements.

When everything is selected, right click

And chose Group.

1. Delete your traced shaper and center

your new image.

1. To save your image save as a PDF

(portable document file)