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Checks and Balances *(cont.)*

- Step 11** Click on the linking arrow that connects the topic to the description. Label the arrow with the title of the person who heads this branch.
- Step 12** Click on the symbol “The Legislative Branch” to select it. Click on the **Create** button. Write a short description of this branch of government.
- Step 13** Link two additional symbols to “The Legislative Branch” and label them for the two parts of Congress.
- Step 14** Click on the linking arrow that connects the topic to the description. Label the arrow “Congress.”
- Step 15** Click on the symbol “The Judicial Branch” to select it. Click on the **Create** button. Write a short description of this branch of government.
- Step 16** Click on the linking arrow that connects the topic to the description. Label the arrow with the name of the agency that makes up this branch of the government.
- Step 17** Click on the **Link** button on the Diagram toolbar. Click on the “Executive” and “Legislative” symbols.
- Step 18** Pull down the **EFFECT** menu and select **Line Thickness**. Choose **5x Thick**.
- Step 19** Pull down the **LINK** menu and select **Curved Link 3 pts**.
- Step 20** Drag the small red box in the center of the link to curve it the way you want.
- Step 21** Explain how the actions of the first branch can impact on the actions of the second branch.
- Step 22** Repeat steps 17–21 to show how all of the branches check each other.
- Step 23** When there are two arrows that are facing in opposite directions, pull down the **EFFECT** menu and select **Dashed Line**.

Checks and Balances (cont.)

- Step 24** Click and drag all of the symbols and linking arrows until they are nicely placed in the diagram. You may have to change the connecting points of some of the linking arrows to make the screen look less busy.
- Step 25** Pull down the **FILE** menu and select **Save As**. Use the file name “Checks and Balances.” Click on the **Save** button to save your work.
- Step 26** Pull down the **FILE** menu and choose **Print**. Click on the **Print** button to print a hard copy of your work.

Checks and Balances Sample Diagram

