Making prisms using Microsoft Word

Experiment with using cubes to making models of different rectangular prisms.

Note: These instructions are designed for Microsoft Word 2016.

1. On the Insert tab, select Shapes, Basic Shapes, Cube.



1. Click and drag with the mouse to draw the rectangle. Hold the Shift key when drawing to make the shape a square. Click and drag the white handles to resize the cube.



1. With the cube selected, open the Drawing Tools tab. Experiment with the Shape Styles tools to find a design that you are happy with. Here are some examples.



1. To start, copy and paste your cube 6 times.
2. Arrange the cubes into the following rectangular prism. Use the arrow keys on your keyboard to ‘nudge’ the shapes into alingment.



1. You can change the ordering of the cubes (to make them appear ‘behind’ others) by right-clicking and selecting Bring to Front or Send to Back.



1. Consider adding labels for the 3 dimensions – length, width (or depth) and height and then calculate the volume.

In this example, multiply the length (3 units) by the width (2 units) of the base or bottom layer 3 x 2 = 6 cubic units.

Multiply this by the height (2 units) and the volume is 6 x 2 = 12 cubic units.



1. Create your own prisms using this process and then calculate the volume. You could also challenge your classmates to calculate the volume of your creations.