

ART101: PROJECT 1 CHECKLIST

- Proposal submitted prior to the assignment due date
- All images meet the minimum requirement for square inches (scroll to IMAGE > IMAGE SIZE to check)
- All images 300dpi resolution
- All images saved with your last name as the first part of the file name (ex: *LASTNAME_anytitlehere.tif*)
- 3 TIF/TIFF files with your working layers (original unflattened files)
- 3 JPG/JPEG files (you might have 4 JPG files if you want to show a diptych or triptych in critique***)
- Load all 6 JPG & TIF images on D2L in the appropriate submission folder***

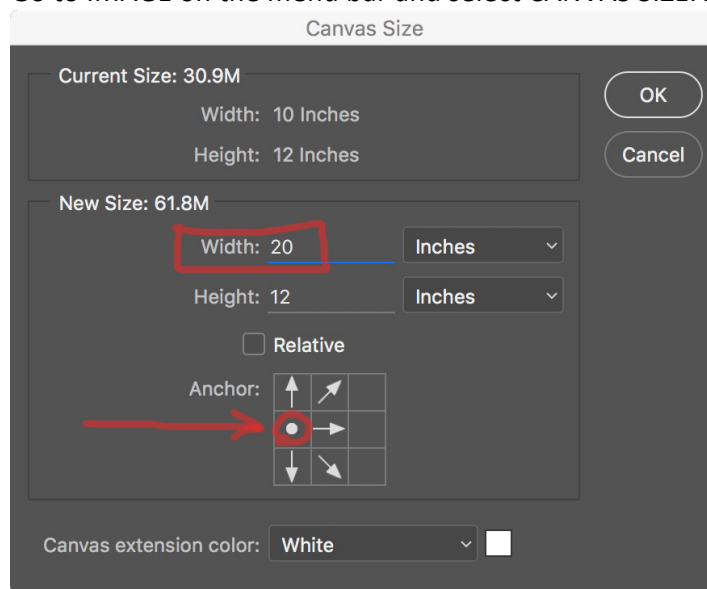
ADDITIONAL INFORMATION

*** I would prefer all image files combined in a **ZIP folder**:

1. Put all the JPG & TIF images in a folder and name the folder whatever you like.
2. Right-click on the folder and choose "COMPRESS" from the drop down menu; this will make a single file with a .ZIP extension.
3. Load the compressed ZIP file to D2L.

*** To make a horizontal **diptych** (2 image combo) or **triptych** (3 image combo) out of images that are the same size and resolution:

1. Finish the images you want to combine and save them as JPG files.
2. Choose the first image in the set (image to the left) and open it in Photoshop
3. Go to IMAGE on the menu bar and select CANVAS SIZE. A new menu will open (below).



4. Look at the CURRENT SIZE section to see the current canvas size.
5. Then go to the NEW SIZE section and double the width of the canvas (or double plus a half inch if you want a half inch line between the two images)
6. Adjust the ANCHOR for the canvas by clicking on the left-middle box. This will keep your current image in the left-middle and will add more canvas to the side of it.
7. Press "OK" to finish the canvas change and close the menu.
8. Put your second image in the open space on the far right-hand side of the canvas.
9. Repeat the process one more time if you want to add a 3rd image.
10. Save as a JPG file so it is ready for critique. Put the JPG in the D2L submission folder.