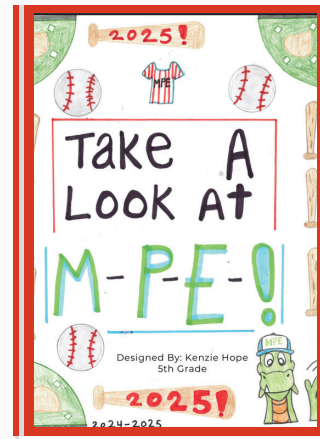


COVER ART GUIDE

Follow these steps to ensure student-created artwork is properly formatted and placed as a yearbook cover:

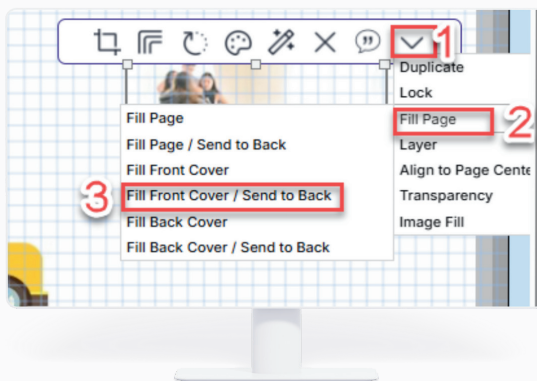
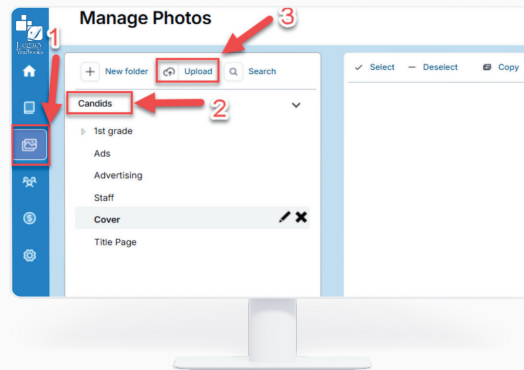
Artwork Guidelines

- Page Size: Create artwork on an 8.5" x 11" sheet (portrait orientation).
- No Borders: Do not allow students to draw borders around the page edges. These may be cut off during printing.
- Safe Zone: Keep all important elements (like text or main parts of the drawing) at least ¼ inch from the page edge to prevent trimming.



Preparing the Artwork

- Scan the Artwork:
 - Save as an RGB JPEG file.
 - Resolution must be 300 dpi.
- Upload the Artwork:
 - In the software, upload the scanned file as a Candid.



Placing the Artwork on the Cover

- Drag the uploaded artwork to the Front Cover.
- From the Toolbar, select:
 - Fill Front Cover/ Send to backThis will automatically size and position the student artwork perfectly on the cover.