


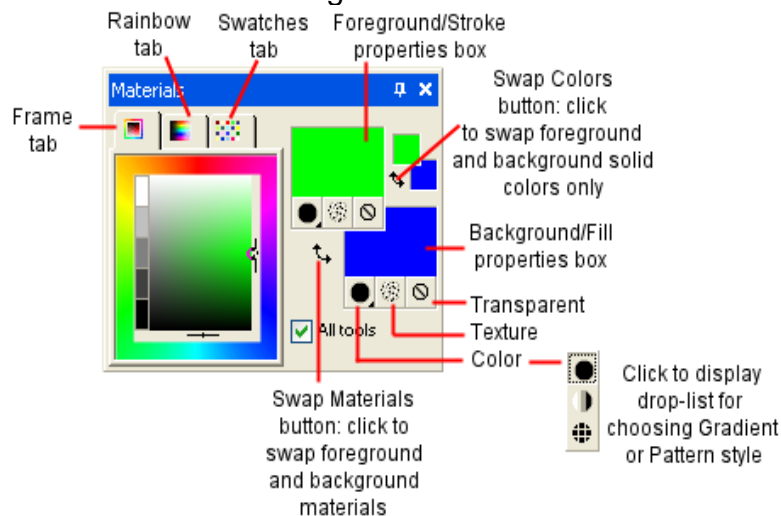





Balance with Grey Shapes

1. Open Paint Shop Pro
2. Select File New (the blank piece of paper on the top tool bar)
3. Change “image dimensions” from pixels to inches and set width to 4 and height to 5; set the resolution to 75 pixels per inch; set to raster background, background color to “transparent” and “Image Type” to “16.7 million colors 24 bit” (these are the defaults)
4. Click “OK.”
5. Make sure the “Tool Options” palette is turned on – select pulldown menu “View” then “Palettes” then select the “Tool Options” item if it is not already selected. (or type function key F4)
6. On icon menu at the left side of the screen, select the “Rectangle” button  (or type G).
7. In the tool options palette for the Rectangle,
 - a. Set the width to 1
 - b. Make sure that the “Mode” selected is rectangle () , not square ().
 - c. Uncheck the box that says “Show Nodes.”
 - d. Uncheck the box that says “Create on Vector”
 - e. Make sure that the “Horizontal radius” is set to 0.00 and the “Vertical Radius” is set to 0.00.
8. Set color for rectangle border:
 - a. From the Materials Palette,
 - b. Pick the black color for the foreground color – this will be the color of the border around the rectangle.
 - c. Pick a black background color – this will be the color of the fill inside of the rectangle.



9. Draw a rectangle:
 - a. On the Raster1 layer, draw one rectangular shape – hold left mouse button down and drag from upper left to lower right.
10. Create a new raster layer
 - a. On the Layer Palette, click on the “New Raster Layer” button 

- b. The new layer will automatically be named "Raster 2."
 - c. Click OK
- 11. Draw another filled rectangle.
- 12. Repeat steps 10 and 11 about 5 to 7 times. Make some rectangles horizontal and some vertical, some fat and some thin to create a balanced composition.
- 13. Make some of the layers translucent by sliding their opacity bar to the left on the Layer Palette. Leave some pure black.
- 14. Change the arrangement of layers so that the rectangles are stacked in a way that adds interest to the composition.
- 15. Change the length or width of the rectangle by using the "Deform" Tool  which is the second from the top, or simply type D. You may need to pick the drop-down arrow on the second tool from the top to find the Deform Tool – there are four tools contained under this tool.
- 16. Recompose the arrangement of rectangles by moving the rectangles around. To move a rectangle, select the "Move" tool (the fourth tool down from the top of the tool icons, or simply type M). Hold the left mouse button down and drag the rectangle to where you want it.
- 17. To erase an object or objects, make the layer on which that object is located the current layer and select the "Selection Tool" (the fifth down from the top of the tool icons, or simply type S). Place a "marquis" around all the objects you want to erase, and hit the <Delete> key on the keyboard. To turn off the marquis, type <Ctrl>D or right-click outside of the selection area.
- 18. Save your drawing to your folder
 - a. select the Save button on the toolbar 
 - b. Browse to find your folder
 - c. Type in today's date 2007 01 24 followed by an appropriate name.
- 19. To print select the printer icon, then pick the printer you want to use (suggested printer is the HP LaserJet 5si) select the box "Fit to Page," Portrait orientation, then click the "Print" button.
- 20. Example is shown below:

