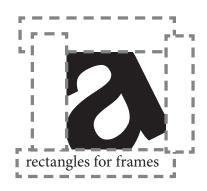
New York City College of Technology, CUNY COMD

## **Crop Your Letterform**

## Margins and Columns Margins Top: \$\bigcirc\$ 180 pt Bottom: \$\bigcirc\$ 180 pt Right: \$\bigcirc\$ 90 pt







Open a NEW 8.5 x 11" document

UNITS: points DO NOT CHECK facing pages

**Graphic Design Principles II** 

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To create a 6 x 6 " square in the center of your 8.5 x 11" page

Set MARGINS: TOP: 180 points, BOTTOM: 180 points,

LEFT 90 points, RIGHT: 90 points

2

Use your TEXT TOOL to add your letter. Start large, around 760 points

3

**ROTATE**: OBJECT > TRANSFORM > ROTATE

**Or** select image > position cursor at a corner (see the curved arrow)

> move cursor to change rotation

RESIZE: SHIFT/COMMAND, grab corner, DRAG to size

4

Create 4 white RECTANGLE FRAMES to use for cropping NO STROKE

5

Move the rectangles to crop image. Maintain a square format.

6

Continue to rotate and crop until you have equal figure and ground

7

When you have equal figure/ground > COMMAND A to select all

> COMMAND G to group

To recenter your letter in your 6x6" area

> Select group, at the same time hold SHIFT/COMMAND, DRAG to size



8

Add a 6x6" RECTANGULAR FRAME to define the edge of square Outline with a 1 pt STROKE

9

When your image has equal figure and ground, center it on a 8.5x11" paper. Add a 1 point rule to define your 6 inch frame





10

Create a reverse. If your letter was white on black, create a black letter on white. Center on a new page and add a rule as in step 9

11

You now have two versions, a black and a white. Save both as finals. Print each cropped letter on separate paper. Bring to class.