

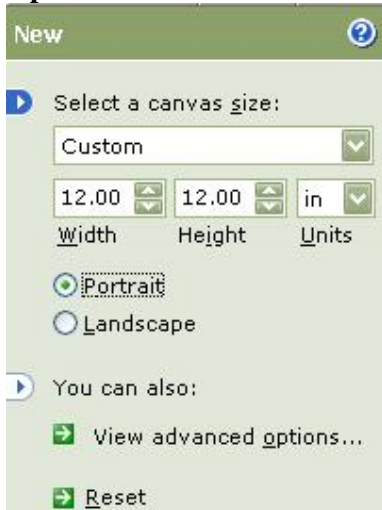
## Make a Basic Layout from a Kit in DIP 7, 9, 10, 2006

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Written with the beginner in mind, this tutorial will guide you through creating a basic layout from a kit. Elements used in this tutorial are from **Kay Miller's Jodi's Joy Kit** available here: [http://store.scrapbook-elements.com/index.php?main\\_page=product\\_info&manufacturers\\_id=29&products\\_id=3096](http://store.scrapbook-elements.com/index.php?main_page=product_info&manufacturers_id=29&products_id=3096)



**Open a new canvas:** File/New. Adjust the size to 12x12 at 300ppi.



**Open your photo:** File/Open. Browse to the location of your photo and double click it to open it.

**Open the kit pieces you are going to use:** File/Open. Browse to the location of your kit. Hold down the Ctrl key and select the required elements. Select Open.

In DIP you will see the open files on the Files Palette at the bottom right.

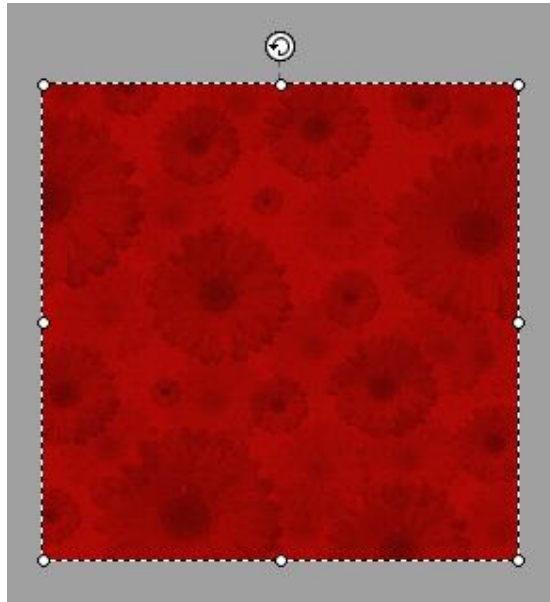


Move the scrollbar to the top and left click on the blank canvas to make it active. You will see it is surrounded by green. This indicates the currently active file.

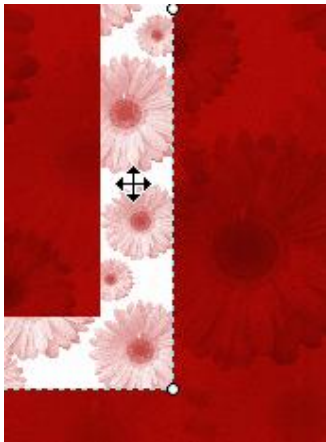


Keeping the blank canvas active, left click on the background and drag it onto the canvas. Don't worry about alignment at this point.

**Centre your background:** Format/Centre object on canvas.



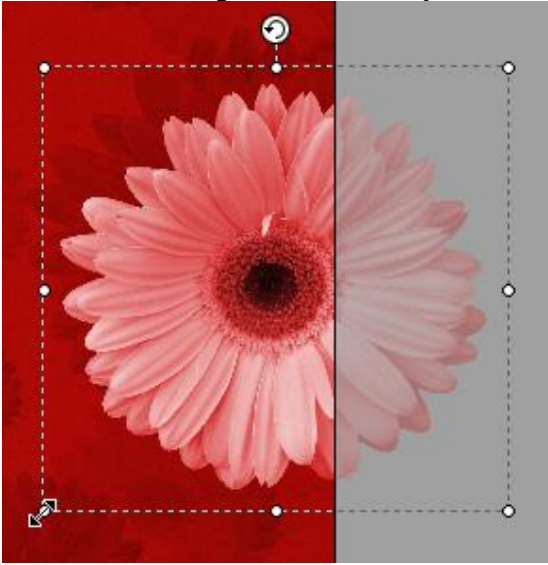
**Add a Frame:** Left click on the frame in the Files Palette and drag it onto your background. Left click on the frame and drag it into position.



**Add a photo:** Drag the photo from the Files Palette and position over the frame. To move it underneath the frame, left click on the photo in the Stack and drag it underneath the frame layer.



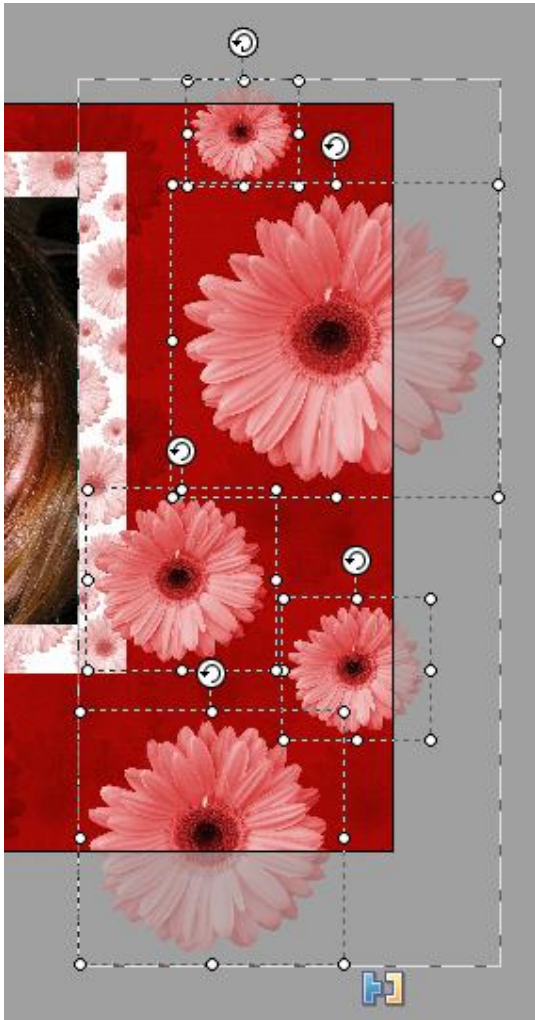
**Add embellishments:** Drag the flower onto the background. For this layout I am going to duplicate the flower to use multiple times and place over some of the flowers already on the background. Left click and drag the flower into position and resize by dragging the corner in or out.



**Duplicate:** Keeping the flower selected, hold down the Ctrl key and press D. (Ctrl + D). The duplicate flower will be on top of the original. Left click the flower and drag it into position. Resize as before.

Duplicate and resize until you have placed the number of flowers you want.

**Group the flowers together:** On the Stack, left click on the top flower and holding down the Shift key, click on the bottom flower. Either right click on the stack and select “Group” or click on the open puzzle piece under the flowers. Don’t worry about parts that are outside the canvas. They won’t show when you save your layout as jpg.



**Add an overlay:** Drag the overlay from the Files Palette onto the layout. Centre as above. In this case, I only want the overlay to be on top of the background so it doesn't obscure the flowers. Left click on the overlay in the Stack and drag it down until it is above the background layer.



**Add text:** Insert/Text.

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Type your words.

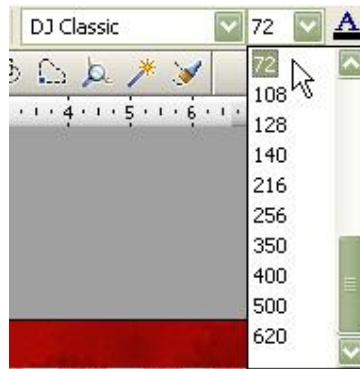
Move the cursor over a corner until you see the 4-way arrow. Left click and drag your text into position.



Using the left mouse button, highlight the text.



Change the font and size by clicking on the text button on the toolbar.



My text is now on 3 lines instead of the two I first typed. To fix this just click on the side resizing circle and drag out.

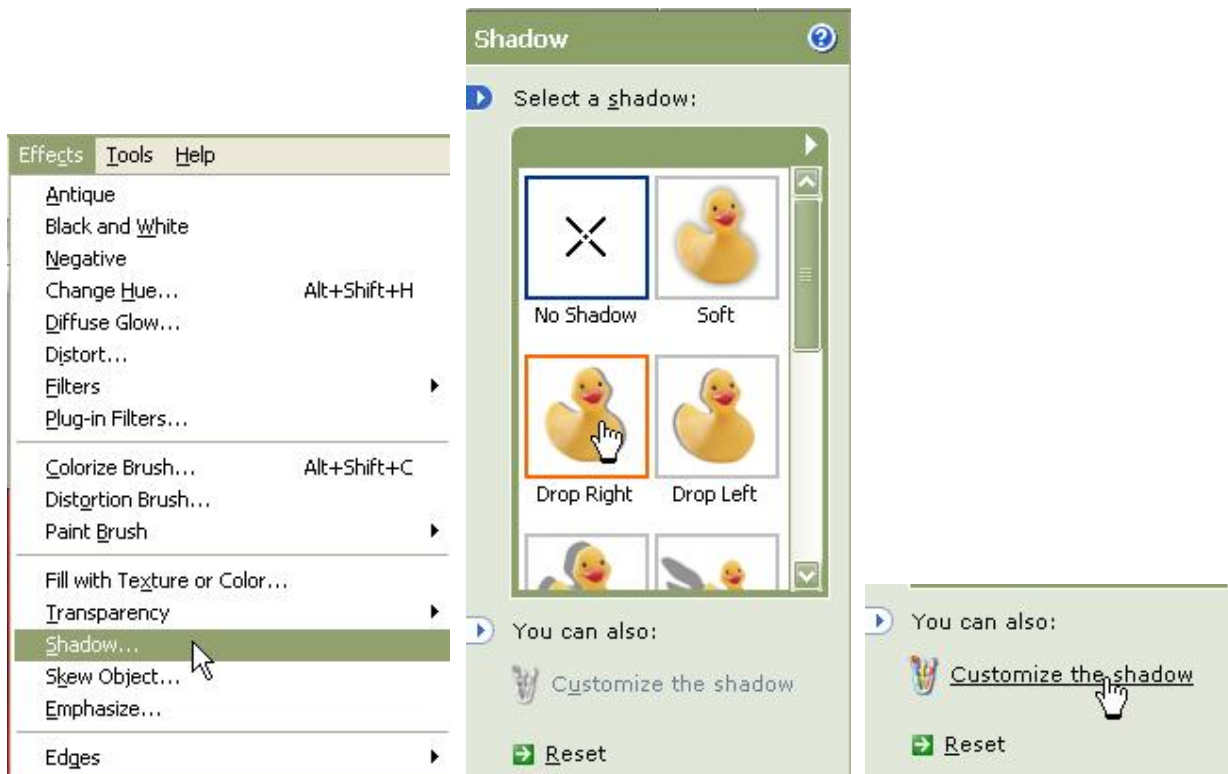


Right click on your text and “flatten”. This will enable you to either change it to a custom colour or add filters etc. if required.

**Add shadows:** Keep in mind: items that sit closer to the background (eg frames) need smaller, darker shadows than items that sit higher off the background (eg. flowers).

Click on the frame to make it active.

Go to Effects/Shadows and select Drop Right. Click on “Customize the shadow”.



Adjust the colour, transparency and edge softness as required.

For this tutorial I chose: Default colour. Transparency: 52 Edge Softness: 29.

Click on the shadow and using the keyboard arrows, move the shadow into place.

Click Done and Done to return to the workspace.

Select the flowers and add shadow as before.

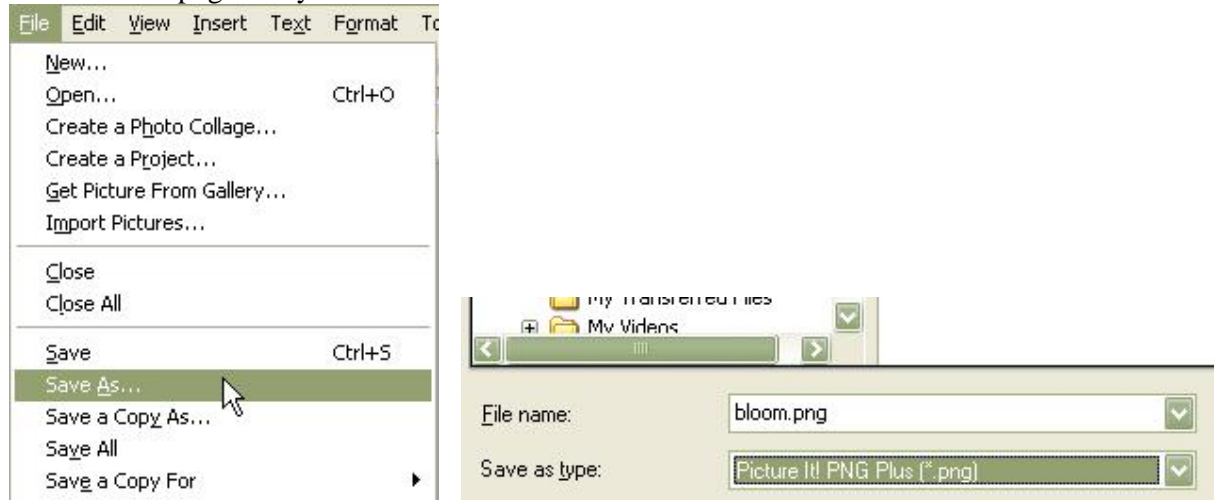
I used: Default colour. Transparency 64 Edge Softness 28

Select the text and add shadow. This time I chose White. Transparency 74 Edge Softness 0

### Saving your layout:

You will now save your layout in DIP’s native format of PNG+. This format retains the layers so you can go back later and move things around if you choose to.

Go to File/Save as..... Give you file a name and make sure you select PNG+ from the dropdown box. If you select normal png the layers will not be retained.



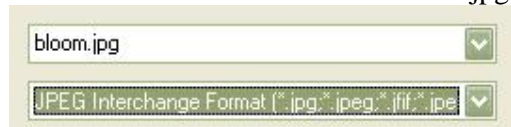
Now save the file as a jpg for printing purposes.

Flatten your layout. go to: Edit/Flatten all objects.

Flattening the layout will dramatically reduce the file size.

(Don't worry about the parts outside the canvas. They won't appear in your saved file.)

Go to File/Save as..... and select jpg from the dropdown box.



Close all. If asked, you do not want to save any changes.

Save a copy for uploading to web galleries:

Open the jpg file.

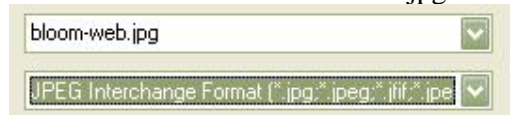
Format/Resize Image.

Select 500 pixels. Check the circle next to pixels to lock.

Select 96 ppi.

Done.

Go to Save as..... Save as a jpg but add either "web" or "preview" to the file name.



Done!

If you have any questions about this tutorial please email me at [kimlizzy@iinet.net.au](mailto:kimlizzy@iinet.net.au)