

# Advanced graphics techniques

## **Working with graphics**

1. Start a new blank publication.
2. Using the drawing tools, draw a picture of anything you like (such as a house, a couple of people, and perhaps a car). Use the line and fill tools to color the picture appropriately.
3. Use gradients, textures, and patterns to color your drawing as appropriate.
4. Insert some clip art.
5. Insert a picture from a file on your hard disk.
6. If you have a scanner, scan a picture directly into the publication.
7. Set all your pictures to be linked, not embedded.
8. Crop one of the photos and adjust its brightness and contrast.
9. Set one of the photos to Grayscale mode.
10. Use Align and Distribute to line up all your pictures evenly with one another and space them out evenly.
11. Create a piece of WordArt and format it with a gradient or texture fill and a 3D effect.
12. Save and print your work.