

Alignment

Graphic Design 2

Personal Bio

Your task is to create a personal biographical sheet that highlights your work as a designer. Here are the details:

- Include your first and last name
- Include a photograph of yourself (portrait)
- Describe your graphic design skills—what are your particular strengths, and what do you most enjoy doing?
- Highlight any times your design was selected to represent your team, and/or when your design was selected for print.
- Include at least five work samples. You may use one or two samples from Graphic Design 1. Do not distort your projects.
- Create the bio in your program of choice.
- Follow external and internal margins. To get the rulers, press Control + R. External margins should be ½ inch. Internal margins (distance of text away from a graphic is 1 pica, or distance from the edge of a box if you put text inside a box is 1 pica).
- Create three versions of your bio: do you first with center alignment. Do your second with right alignment. Do your third as you wish—mix it up, try a combination of alignment. Remember, to center align, highlight the text and press Control + Shift + C. Left align is Control + Shift + L and right align is Control + Shift + R.