



**STEP 1\_Photograph your package**

Use a large sheet of white paper as a backdrop (see example at left).  
 Make sure the backdrop has a slight curve to it.  
 [This is also called a “seamless” in photography.]  
 Try to use daylight (direct flash can look awkward).  
 Photograph four different views that best show your package design.

**STEP 2\_Process and print photographs**

Convert all images to greyscale.  
 Adjust levels in Photoshop for optimum value range.  
 Size and crop each photograph to 5.25 x 3.75” and 300 dpi.

**STEP 3\_Cut and score black paper (cover stock) to make the folder**

The final folder is a 9 x 24” horizontal sheet folded in half to 9 x 12” horizontal.  
 Use Quest cover stock (available at the UW bookstore in 26 x 40” sheets).  
 Score on the reverse side to create an inward fold.  
 Score with a bone folder, butter knife, or reversed x-acto blade.

**STEP 4\_Mount photos on left side**

On the left side, the margins is 1/2” on the top, bottom, left and right.  
 The gutter between photographs is also 1/2”.  
 Use permanent adhesive Studio-Tac.

**STEP 5\_Trace or draft a pattern of the flattened package pieces.**

Use a light weight white paper measuring 16 x 32” (vellum fine).  
 Use solid lines for cut edges, and dashed lines for folds.  
 Use letters to indicate which folds are mountain (M) and valley (V).

**STEP 6\_Fold and mount the pattern on the right side.**

Carefully fold down the pattern sheet (fold in half, then half again, then down).  
 Glue the bottom left square onto the right side of the folder.  
 The pattern (8” when folder) is centered on the right side.  
 Therefore, the top and bottom margins are 1/2” and the left and right margins are 2.”

**STEP 7\_Submit for grading**

On the back of the documentation booklet, please write your:

- Name
- Student Number
- Art 166 / Section \_\_\_\_

Use the 10 x 13” envelope that you received for Project #1.  
 Place the documentation folder in this envelope, and bring it to the final exam.  
 Make sure your name, Student Number and 166 section is also on the envelope.

**The documentation and final package are due at:**

**2:30pm in RM 247 ART on Thu 6/7.**

**LATE WORK WILL NOT BE ACCEPTED—DO NOT MISS YOUR BUS/OVERSLEEP/ETC.**

Early work is also not accepted, due to confusion/loss.  
 A delegate may turn in the work for you, but please choose a trustworthy individual.

**STEP 8\_Getting your project back**

In person: You can pick it your work on Monday 6/11 in Room 247 of the Art Building from 9am-5pm. A delegate (with a signed note from you) can also pick up your work for you.

By mail: You can provide a postage-paid, pre-addressed box for the return of your package. In this case, a USPS flat-rate box is best.

