### Photographing Artwork for the AP Art Portfolio

Here are the most important things to remember for the AP Portfolio:

- The images must be in JPEG format (file name extension .jpg).
- Each image file must be 3 MB or smaller in size.
- Each image file should have a resolution of 72 ppi (pixels-per-inch)
- Image sizes, whether in pixels or inches, must meet the requirements listed here.

#### Tips for photographing:

- Make sure your view is square, plumb and level.
- Use indirect lighting.
- Keep your hands steady.
- Turn off your flash.

#### F.A.Q

## How do I reduce the number of pixels in an image? The pictures I have taken already are larger than the image recommendations.

Once image files have been uploaded from your camera and saved to your computer, the image editing software of your choice (Photoshop, Picasa, PixIr, Gimp, etc.) can be used to edit the files so that they meet the recommendations for digital submission.

#### How much editing or manipulation can be done to images of artwork?

The goals of image editing for digital submission should be to present the clearest, most accurate representation of the students' artworks, and to ensure that images meet the Web application's technical requirements. You should edit the brightness, contrast, and saturation of your image to most accurately represent the original artwork. You should crop your image closely to the image, with no border.

#### Should I create backup files of my images?

Yes. It is recommended that students store their images in more than one location, in case technical difficulties interfere with retrieval of stored data.

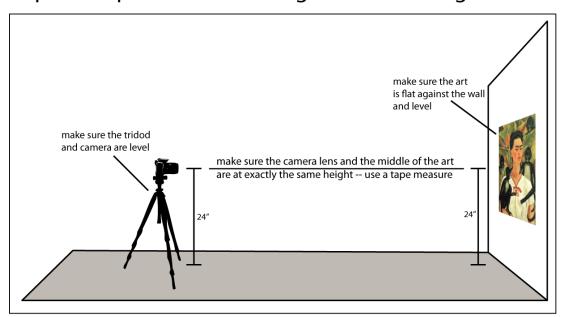
#### What should I name the photo?

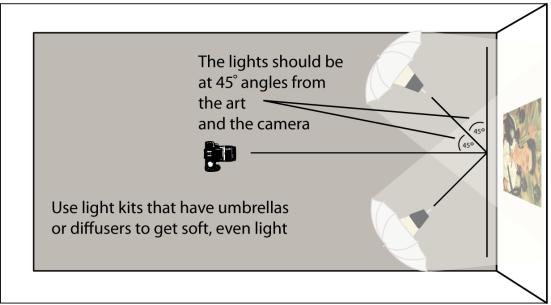
It is recommended that you save all files with your last name, the section, and a number. For example: "Mernick Concentration 1"

This is helpful for backing up images and turning in digital artworks in class.

When viewing the images, the AP Art Readers who evaluate the portfolios will not be able to see the students' original file names.

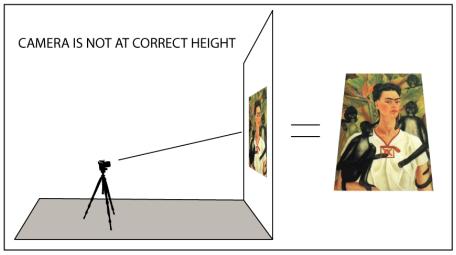
### Proper setup of camera and lights for shooting 2-D work

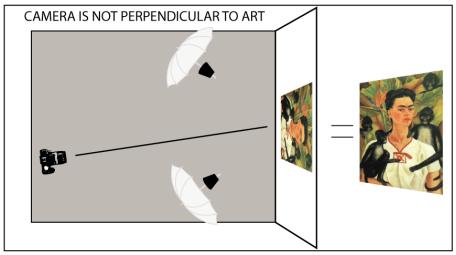


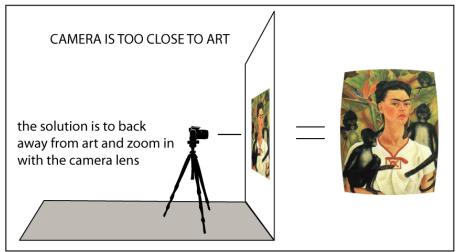


Updated Feb. 2012

# Common distortions when shooting 2-D work







Updated Feb. 2012