

## Personalised Christmas Designs

The size of the artwork should preferably be A4 or A5 as the final size is scaled to A6. Submitting any other size may produce an unwanted white border on the final card. Any art materials may be used to produce the artwork, however please observe the following:

1. Please **do NOT use GLITTER** as this can contaminate other artwork and mess up the digital scanner. Also, be advised that the use of pearlescent paints, metallic or reflective materials and fluorescent/highlighter pens do not always reproduce as vibrantly as they appear on paper. This is due to the lack of depth of colour with the highlighter pens and the fact that the pearlescent paint, metallic and reflective materials will bounce light back during the scanning process and this may distort the colour of these materials.
2. Please ensure that any pastel/charcoal drawings have been fixed (with either fixative or hairspray) as they may smudge during the production process.
3. All faint/pale pencil crayon lines/shading are difficult to reproduce. Bold colours work best.
4. Dark colours on dark colours (e.g. dark blue on black) will not reproduce well.
5. Any colour paper or thin card can be used for artworks.
6. We recommend using paper with a minimum weight of 80gsm. This is because thinner papers are more likely to crease and may produce shadowing.

Collages may be submitted and will look really good. Please ensure that everything is stuck down firmly and there are **no sharp or lumpy** parts. Remember reflective materials will not reproduce as well as they look in real life. The bolder the better!

If white card or paper is not used, the background/colour will be reproduced too. Everything that is visible on the design (e.g. staples, anything on the reverse showing through, crinkles in the paper, smudges etc.) will be reproduced.

We try to replicate the original artwork as near as possible. But the very edge of the artwork may be lost when printing/cutting, so **please keep lettering (and important parts of the picture) at least 2 centimetres away from the edge of the artwork.**

Printed photos can be submitted too. If these require cropping, please scale them to A4 or A5

The card design can also be made from just a digital image. A form specific for your school will be available online for your pupils to upload images using a smartphone or computer. Orders may be placed and paid for online too.

### Submitting Artworks

Please ensure that the label or online generated reference number is stuck to the TOP BACK of the artwork. Do not place the individual artwork in a plastic wallet, it is not necessary and adds more time for processing and risks damaging the artwork. Remember that any charcoal or pastel drawings are 'fixed' before putting with other designs. If there is a chance the artwork could smudge please place sheets of blank paper in between.

*Oh and remember... Have Fun!*

**School Gifts Project by St Ives Photo**

## NOTES



Eg. The design above has important elements away from the edges

Eg. The design below has important elements too close to the edges.

