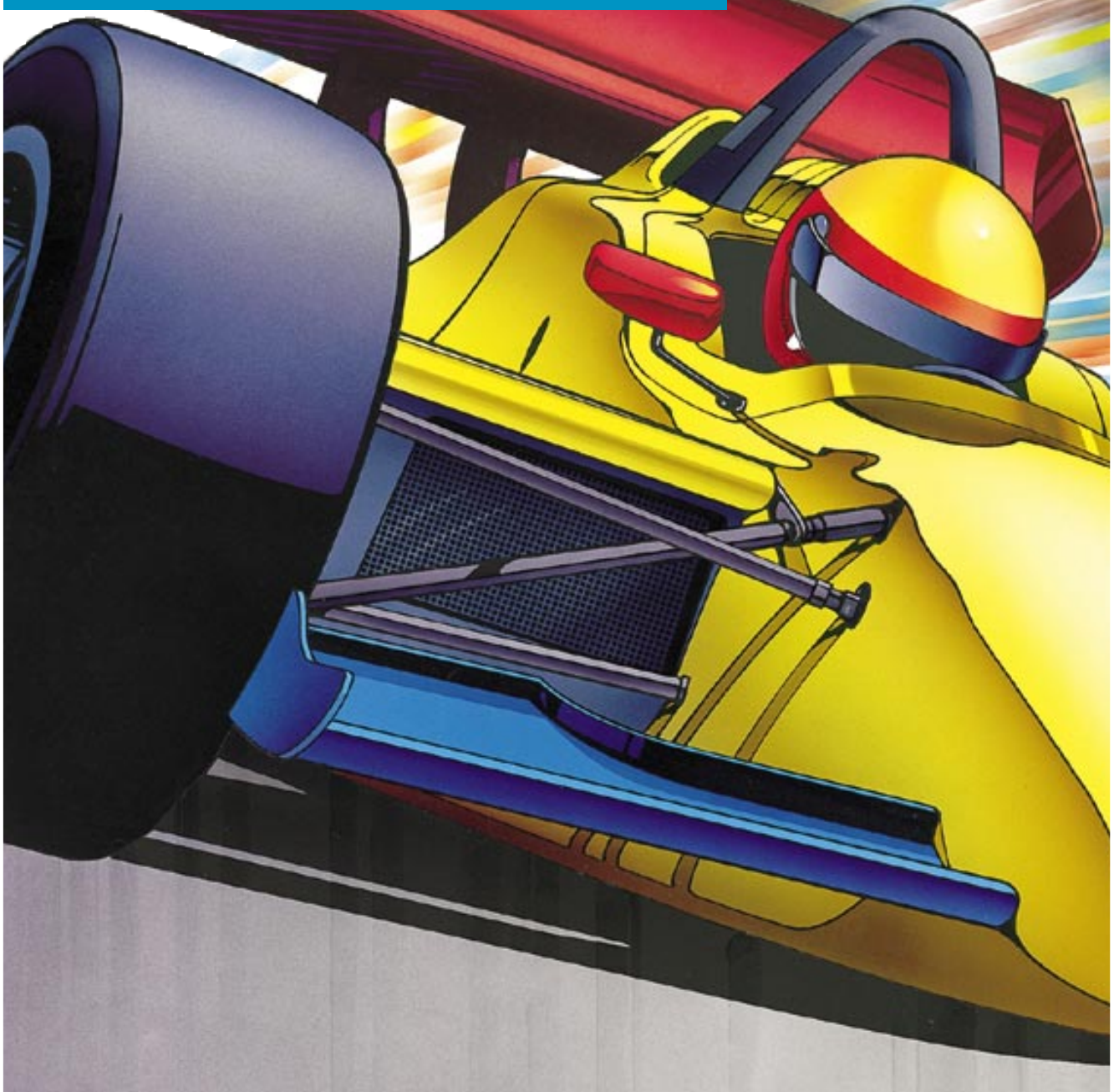USER'S GUIDE

clipper

welcome to clipper

Clipper Creative Art Service® is your resource of top-quality, expressive illustrations and photos that bring a diversity of fresh styles and timely subjects to your visual projects and communication. Included are 40 vibrant, 300-dpi stock photos featuring contemporary people, dramatic backgrounds and textures.

Also, be sure to check out *Clipper*, our full-color, 40-page monthly magazine that gives you valuable tutorial techniques, scores of design ideas and a convenient pictorial index.

BASIC REQUIREMENTS
All documentation assumes you have a basic understanding of how to use your computer and its programs.

Images
Clipper images require applications compatible with TIFF, JPEG and EPS file formats. TIFF images are saved as TIFF files in Adobe Photoshop. JPEG images are saved with the highest compression setting. EPS images are saved as Adobe Illustrator 5.0 files.

Hardware
Hardware requirements depend on the applications you use and the final output you plan to produce. For best results with EPS images, your printer should be PostScript compatible.

imageBlitz

Custom search service

As a *Clipper* subscriber, you have exclusive access to Dynamic Graphics' extensive image library. We've accumulated the works of top illustrators and photographers into one of the largest professional libraries during our nearly 40 years of supporting the needs of graphic designers.

Whenever your project calls for a specific image that isn't in your personal collection, you can call our CustomerOne representatives at **888-698-8546**. They will be happy to conduct a custom search for you. Just provide your name, address, account number, and a description of the image you're looking for. We'll fill your order quickly and either ship or modem it to you for only $10 per image (extra for overnight requests).

Search online

You can also visit imageBlitz.com, our ever-growing treasury of royalty-free commissioned art, to personally search and download images for only $10 each.

You can join imageBlitz.com for free. Doing so is easy. During your first online visit, we ask you to fill out a simple form to assure all information about you is correct. If you are already a member of creatas.com or dgusa.com, please enter the e-mail address and password you use at creatas.com or dgusa.com. (If you create a new password, access to imageBlitz will be denied.)

Where the form asks for your Dynamic Graphics number, type your *Clipper* account number (it looks like a 7-digit phone number), *but do not enter any dashes or empty spaces.* The $69 annual membership fee charged to nonsubscribers is waived, and you can perform unlimited downloads for just $10 each for as long as you maintain your *Clipper* subscription. (Nonsubscribers pay $20.)

Custom image search: **888-698-8546**
Search and download: www.imageBlitz.com

locating images

CLIPPER **MAGAZINE**

Clipper contains a pictorial index that provides a thumbnail and file name for each image in the issue.

EXTENSIS PORTFOLIO BROWSER

Included on the CD is a copy of the Extensis Portfolio Browser that allows you to "browse" a catalog of images. You can view the thumbnails, search for images by typing keywords, preview images and copy them to your hard drive. The browser runs off of the CD; no installation is required.

Opening the electronic catalog with the Portfolio Browser

Macintosh Users

Double-click the "ECXX02.fdb" file to open the catalog containing all the current month's images. Double-clicking the "EC200X Cumulative.fdb" file opens the catalog containing all images from January through the current month.

Windows Users

1. Launch the Extensis Portfolio Browser.exe file found in the Extensis Portfolio Browser folder.

2. From the Open Catalog dialog box, move up one level and open the "ECXX02.fdb" file.

For instructions regarding the browser itself, refer to "Portfolio 4.1 Browser QSG.pdf" in the Extensis Portfolio Browser folder.

None of the items in the catalog folder (including the Extensis Portfolio Browser) are needed to use the artwork on the CD.

using clipper images

PAGE LAYOUT PROGRAMS

Open or create a document in your page layout program, then PLACE any TIFF or EPS image.

- In QuarkXPress, draw a picture box, then choose Get Picture from the File menu.
- In Adobe PageMaker, choose Place from the File menu, select the desired image, then click where you want the image to be placed.
- In Adobe InDesign, choose Place from the File menu, select the desired image, then click where you want the image to be placed.
- In Microsoft Word, place the cursor where you want the graphic to be, then choose Insert from the Picture menu.

DRAW PROGRAMS

OPEN or IMPORT any EPS image.

- In Adobe Illustrator, choose Open from the File menu.
- In Macromedia FreeHand, choose Open from the File menu.
- In Corel DRAW!, choose Open or Import from the File menu.

When you open or import an EPS image in a draw program, you will be able to manipulate the image just as you would manipulate artwork that you created in the program—deleting or redrawing shapes, changing colors, etc.

Many *Clipper* images have grouped elements that allow an entire section or object to be lifted out and used as stand-alone art. To pull apart grouped elements of an EPS file, you must open or import it in a PostScript draw program, such as Adobe Illustrator or Macromedia FreeHand.

Caution for FreeHand users: Artwork can also be accessed by choosing Place from the File menu, but when you use this option, you will not be able to edit the artwork. To be sure you can edit the artwork, use the Open command rather than the Place command.

OPEN, IMPORT, or PLACE any TIFF image.

- In Adobe Illustrator, choose Open or Place from the File menu.
- In Macromedia FreeHand, choose Open or Import from the File menu.
- In Corel DRAW!, choose Open or Import from the File menu.

When you open, import, or place a TIFF image in a draw program, you will not be able to edit the image.

PAINT PROGRAMS
OPEN any TIFF or JPEG image.
> • In Adobe Photoshop, choose Open from the File menu.

When you open or import a TIFF or JPEG image in a paint program, you will be able to manipulate the image just as you would manipulate artwork that you created in the program—applying filters, making selections and filling them with color, etc.
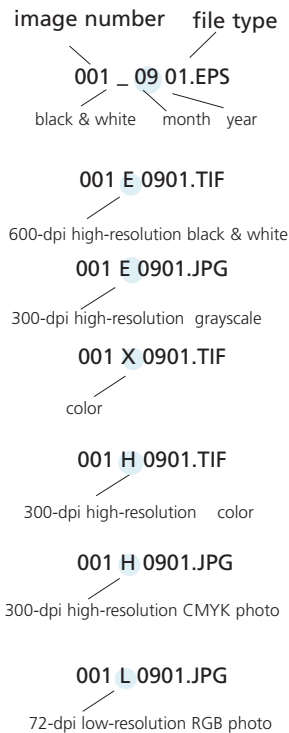
OPEN any EPS image.
> • In Adobe Photoshop, choose Open from the File menu.

When you open or import an EPS image in a paint program, the image will be converted from vectors to pixels. You will be able to manipulate the image just as you would manipulate artwork that you created in the program—applying filters, making selections and filling them with color, etc.—but you will not be able to edit the contours as you would in a vector-based draw program.

If your application was not listed above, please consult your manual for compatibility.

filename conventions

Each image is identified by a file name.

image number   file type

001 _ 09 01.EPS

black & white   month   year

001 E 0901.TIF

600-dpi high-resolution black & white

001 E 0901.JPG

300-dpi high-resolution grayscale

001 X 0901.TIF

color

001 H 0901.TIF

300-dpi high-resolution   color

001 H 0901.JPG

300-dpi high-resolution CMYK photo

001 L 0901.JPG

72-dpi low-resolution RGB photo

EPS (Encapsulated PostScript) images are resolution-independent. Reducing or enlarging an EPS image does not affect quality.

"Grouped elements" are those EPS files that when opened in a Postscript draw program contain objects that are easily selected by a single click.

TIFF (Tagged Image File Format) images are bitmapped, and resolution affects quality. Illustrations are provided in a variety of resolutions:

Black and white	300 and 600 dpi
Grayscale	170 and 300 dpi
Color	170 and 300 dpi

JPG: (Joint Photographic Experts Group) images are compressed at a high setting. Stock photographs are provided as 300-dpi/CMYK files and 72-dpi/RGB files.

tutorial

images

The Tutorials Folder contains files you'll use to follow the step-by-step instructions in the how-to features in *Clipper* magazine.

In the magazine, these tutorial files are identified by the file name listed beneath each image.

Software requirements:
Tutorial files were created with the following software versions: Photoshop 5.5, Illustrator 8.0.1, and QuarkXPress 4.04. Some tools or features may not be available in other versions of the software.

Please e-mail your comments, suggestions, or requests for specific tutorial exercises to: brophy@dgusa.com.

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