

Creativity - Image research tips

Uumbaji - **Vidokezo vya utafiti wa picha**

For your project, you will need to hand in **ONE PRINTED PAGE** with:

*Kwa mradi wako, utahitajika kwenye **PAGE ONE IMPAKWA** na:*

- **Six** quality realistic photos of things you can observe carefully for your artwork
Picha sita za ubora wa mambo ambayo unaweza kuchunguza kwa uangalifu kwa michoro yako

Some tips for you:

Vidokezo vingine kwa ajili yako:

- Log into your **gnspes.ca** account using the Chrome browser.

*Ingia kwenye akaunti yako ya **gnspes.ca** ukitumia kivinjari cha Chrome.*

- Go to **Drive**, and click on the new button. Select a **Google Docs** document.

*Nenda kwenye Hifadhi, na bofya kifungo kipyua. Chagua hati ya **Google Docs**.*

- Give your document a name. Click on the upper left hand corner where it says, *Untitled Document*. Change this to something like: **Depth Drawing-LastName**. Now Google Docs will automatically save while you work!

*Fanya hati yako jina. Bofya kwenye kona ya juu ya mkono wa kushoto ambako inasema, Kitambulisho kisicho na kichwa. Badilisha hii kwa kitu kama: **Depth Drawing-LastName**. Sasa Google Docs itahifadhi moja kwa moja wakati unafanya kazi!*

- Decrease the margins to 0.5 inches so you can fit more on each page:
Go to **File** → **Page setup** → **Margins** and make the margins 0.5 inches each.

*Punguza marudio kwa inchi 0.5 ili uweze kufaa zaidi kwenye kila ukurasa:
Nenda kwenye **File** → **Page setup** → **Margins** na ufanye vijiko 0.5 inchi kila mmoja.*

- Google gives you more search options if you use **Chrome** instead of Internet Explorer.

*Google inakupa chaguo zaidi za utafutaji ikiwa unatumia **Chrome** badala ya Internet Explorer.*

- Use can use the **Search tools** tab to:

Matumizi yanaweza kutumia tab ya zana za Utafutaji kwa:

- Only have medium or large images
- Only include photos, not drawings (ick)
- Only include certain colours of photos (not really applicable now, but later...)
- *Tu kuwa na picha za kati au kubwa*
- *Ni pamoja na picha tu, sio michoro (ick)*
- *Ni pamoja na rangi fulani za picha (sio husika hasa sasa, lakini baadaye ...)*

- Do not save the image thumbnail. It is too small. Instead, click through **to View image** or **View page** to grab a higher quality image.

Usihifadhi picha ya picha. Ni ndogo sana. Badala yake, bofya kupitia Mtazamo wa picha au Angalia ukurasa ili ushuke picha ya juu.

- Avoid images with a resolution of less than, say 400x600 pixels. Also avoid massive images like say 2000x3000 pixels or larger.

Epuka picha na azimio la chini, sema pixels 400x600. Pia kuepuka picha kubwa kama kusema saizi 2000x3000 au kubwa.

- Use drag-and-drop to copy the image to your document. Click on the image, drag it to the tab with your document, wait while it changes to that tab, and then release the image where you want it to be.

Tumia drag-na-tone ili kuiga picha kwenye hati yako. Bofya kwenye picha, duru kwenye kichupo chako na hati yako, subiri wakati inapobadilika kwenye kichupo hicho, kisha uondoe picha ambapo unataka kuwa.

- Drag the corners of the images to resize them so that they will be small enough to fit everything on one page.

Drag pembe za picha ili urekebishe ili waweze kuwa mdogo wa kutosha kila kitu kwenye ukurasa mmoja.

- When you are done, you will need to share it with your teacher to print:
ddrapak@gnspes.ca.

*Unapofanyika, utahitaji kushirikiana na mwalimu wako kuchapisha: **ddrapak@gnspes.ca***

Forgot your password? *Umesahau nenosiri yako?*

- Go to gnspes.ca, and choose the "Change or retrieve your **password**" link.

*Nenda kwa gnspes.ca, na chagua "Change or retrieve your **password**".*

- Click the link that says, "To recover your password click **here.**"

*Bonyeza kiungo kinachosema, "To recover your password click **here.**"*

- To change your password, ask your teacher to look up:
 1. Your email username
 2. Your date of birth
 3. Your student number

- *Ili kubadilisha nenosiri lako, mwambie mwalimu wako aangalie:*

1. *Jina lako la mtumiaji wa barua pepe*
2. *Tarehe yako ya kuzaliwa*
3. *Nambari ya mwanafunzi wako*