

Student Name: _____

Date: _____

Introduction to Graphics & Design

Page Layout: Designing Business Cards

GPS: ACCT-IGD-8, ACCT-IGD-11, ACCT-IGD-12, ACCT-IGD-13

Objective: Given a project sheet, a business card, and a ruler, design a business card. Score an 80% or higher.

Project Brief: You are starting a typesetting business. You need to create a business card with your contact information. The business card is how you clients will contact you.

Project Specs: Complete each step below as directed.

1. Math and Measurement

- Measure the business card. Write the correct sizes below.

Height: _____

Width: _____

2. Page Layout

- Open InDesign.
- Create a new document using the business card measurements above.

Make sure to set your guidelines to .125

3. Print business cards.

Grading Scale:

	WORTH	YOUR SCORE	FINAL SCORE
Follwed Directions			
• Step 1.....	20 pts.		
• Step 2.....	40 pts.		
• Step 3.....	10 pts.		
Bonus?	30 pts.		
Creative use of layout, type, etc. (given at the teacher's discretion)			
Total	100 pts.		