

Creating Student Photo Portraits for Creative Projects

Directions:

1. Take digital photos or scan in images of your students. Open Microsoft Paint.
2. Locate and open photo from file or disk. Be sure you specify .jpg as file type to locate your photos.
3. Select the Freeform Select Tool from the drawing tools toolbar.



Also select the transparency option at the bottom of the toolbar



4. When you mouse over to the photo the tool becomes a pencil.
5. Carefully draw a circle completely around the student's face.
6. Select Edit from the menu bar and click copy or press ctrl + c.
7. Open a new paint canvas and paste the image by selecting paste from the edit menu or press ctrl + v.
8. Move the portrait to the middle of the canvas.
9. Save the new portrait file to a folder that students can access. This would be a student share drive. Name it with student's initials plus pic. (ex: kdapic)
10. After creating a file for every student make backup copies in another drive or on a disk.

Tips and Tricks

1. To save time in the picture conversion process, take a picture that contains three students. That way you will end up with only seven to eight photos. Instead of twenty or more.
2. Try to create photos so that all the student portraits will be the same size.
3. Save your original photos on a disk for backup.
4. Use a digital camera if available. Scanned images work as well.
5. Save as .jpg or .bmp depending on your application.
6. If you are using KidPix for the project, the portraits will need to be imported instead of opened. Be sure to select the fill screen option on the left.
7. If working with younger students or in a crunch for time, create and save the photo portraits in the drawing program you will be using. Save all to the same folder.
8. Teach students to rename their new project if saving. For example if they are creating bugs they should save with their initials plus the word bugs. (ex: kdabugs.jpg)
9. As always, student folders created on the network are the best places to save individual student work. Younger students can be taught to do this!