

# Hunt Library

## MicroTiles Video Wall

### DESIGN GUIDE

## Introduction

This documentation will help you create imagery to display in the Hunt Library's Micro-Tiles video walls. This is just a starting place: we encourage you to be creative and try new things. However, please remember that all projects submitted for the video walls are subject to the editorial approval of NCSU Libraries. You are encouraged to contact us at [group-videowalls@ncsu.edu](mailto:group-videowalls@ncsu.edu) before you begin working on your project, so that we can discuss your vision.

This guide is designed to be used in conjunction with the Hunt Library Video Walls Guide, which can be found at <http://lib.ncsu.edu/videowalls>.

These instructions are written for Adobe Photoshop CS6, but should be adequate to walk you through the process of other versions of Photoshop. This walk-through assumes basic familiarity with Photoshop. If you haven't used Photoshop before, we recommend that you start with the video tutorials from Lynda.com. You can access these tutorials at either Hunt or Hill libraries: <http://www.lib.ncsu.edu/cdm/lynda>

## Main Steps

- 01 Download and open the template
- 02 Import images
- 03 Organize and crop
- 04 Annotate
- 05 Export project
- 06 Upload file to NCSU Libraries

## Download and Open the Template

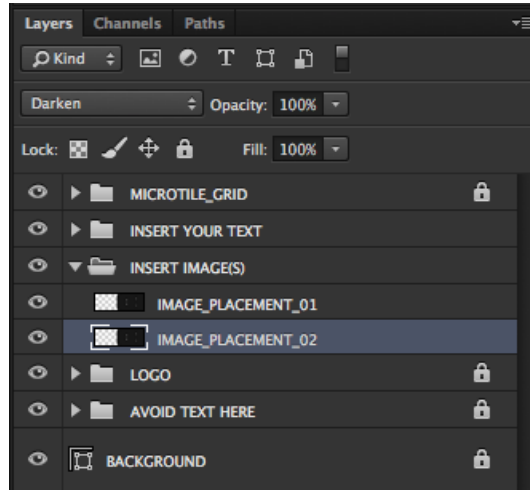
- 01 We offer several templates for the video walls. Go to <http://lib.ncsu.edu/videowalls> for more information.
- 02 The package includes two folders with four templates each, and this user guide. The templates in the folder **1. UNIVERS** use the Univers typeface, while those in **2. ARIAL** use the Arial typeface. In keeping with the NCSU brand guidelines, you are **strongly encouraged to use the Univers typeface**.
- 03 In case you do not have the Univers font installed on your system, please contact the NC State brand administrators at [ncstatebrand@ncsu.edu](mailto:ncstatebrand@ncsu.edu) to obtain a license free of charge.
- 04 The naming system of the Photoshop template files is shown below:

NAME OF WALL	COMPOSITION TYPE	FONT
Art wall	1 Different layouts	Univers
Commons wall	2 to serve as a	Arial
Immersion theater	3 starting point for	
Visualization wall	your designs	

## Import Images

- 05 Notice the Layers panel on the right on opening the document. The layers are named and grouped together to help you better organize your content.
- 06 Within the folder labeled **INSERT IMAGE(S)** you will find the layers **IMAGE\_PLACEMENT\_01** and **IMAGE\_PLACEMENT\_02** which will help you organize and layout your image(s) in the composition. These layers only serve as a starting point, and the visibility for these layers can be turned off if not required. [See Fig.01]

Fig.01 >



< For precise placement and snapping, use the grid system implemented in the document. Make sure guides are visible (**VIEW > SHOW > GUIDES**), and that snap to Guides is turned on (**VIEW > SNAP TO > GUIDES**, and **VIEW > SNAP**).

- 07 To import your images into your project, you may simply drag-and-drop the image into Photoshop. Alternatively, from the menu bar, click **FILE > PLACE** and select the image you want.
- 08 Once you have selected an image and placed it in your document, adjust the size by holding down **SHIFT** and dragging the handle bars at the corners of the image. Use the **IMAGE\_PLACEMENT** layers as a guide for image placement and sizing. Do not stretch the image you are importing unequally in the horizontal and vertical directions.
- 09 Once you have decided the placement and scale, hit Enter. To re-adjust your image size, select the image layer and use the keyboard shortcut **CMD+T** on a Mac or **CTRL+T** on a Windows machine. This will enable you to use the corner handle bars to resize the image.

< The placement of your images should take the bezels into account (i.e., the gap between the MicroTiles), that form a visual grid across the video wall. Use the grid lines to your advantage by creating boundaries for different zones within your image.

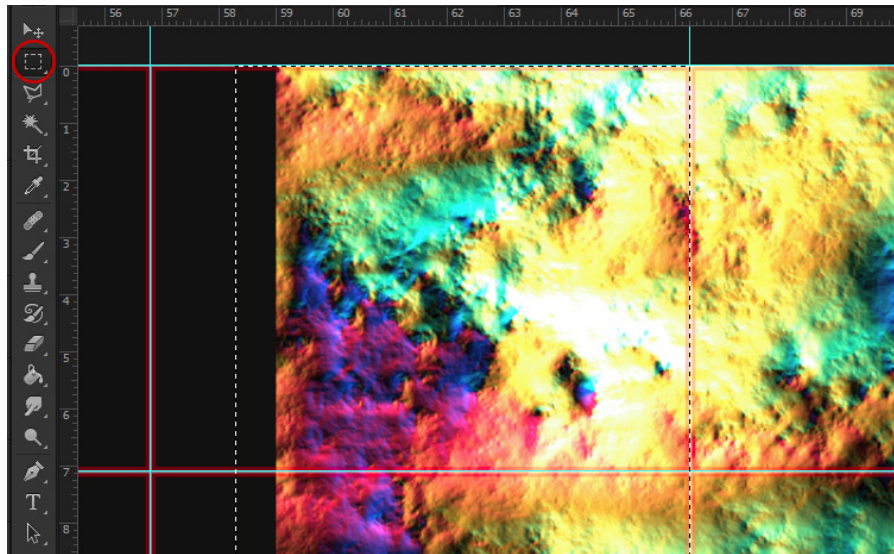
## Organize and Crop

- 10 While placing images in the template be aware of your overall composition, which depends, among other things, on the number of images you wish to add to the template.
- 11 In order to fit the video wall canvas, you may have to crop some images to align your content suitably.
- 12 First, you must rasterize the image you are cropping. Select the layer containing your image from the layers panel. On the Menu bar, click **LAYER > RASTERIZE > LAYER** (if available).
- 13 Use the **MARQUEE TOOL** to highlight the section of the image you wish to delete. Press

< The ideal placement of the tile bezels is shown by the light grey grid, and the red grid represents a margin of error, within which the bezels might fall.

the **DELETE** key to delete the selection. Remember to use the guides to accurately select the portion of the image for cropping. [See Fig.02]

Fig.02 ›



◀ Keyboard shortcut **M**.

◀ Notice the marching ants (**MARQUEE SELECTION**)

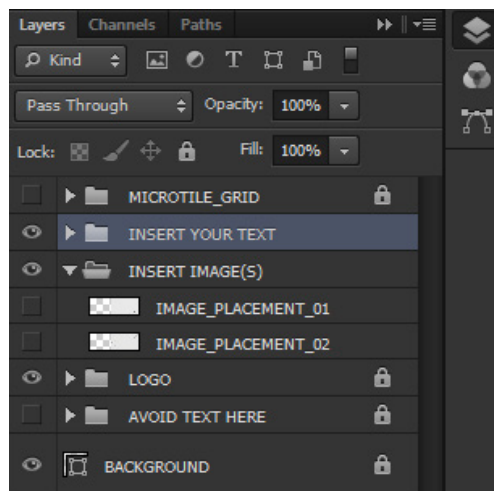
◀ To deselect a selection hit **CMD+D** on a Mac, or **CTRL+D** on Windows.

## Annotate

- 14 Replace the template text with your own title and attribution (e.g. the name of your organization). Within the layers folder labeled **INSERT YOUR TEXT** you will find the placeholders for your title and attribution text descriptors.
- 15 Use the **TEXT TOOL** (keyboard shortcut: **T**) to edit the text. Keep in mind that the average eye-level in the USA is approximately 5'8" for males and 5'3" for females.
- 16 After editing, you must click on the check mark on the top toolbar to confirm the edit.
- 17 Make sure to disable the visibility of the following layers before you export your final composition: [See Fig.03]
  - **MICROTILE\_GRID** layer group
  - **AVOID TEXT HERE** layer group
  - **IMAGE\_PLACEMENT\_01** and **IMAGE\_PLACEMENT\_02** layers

◀ Avoid placing text where the bars and stems of the type fall on the red grid lines, when possible.

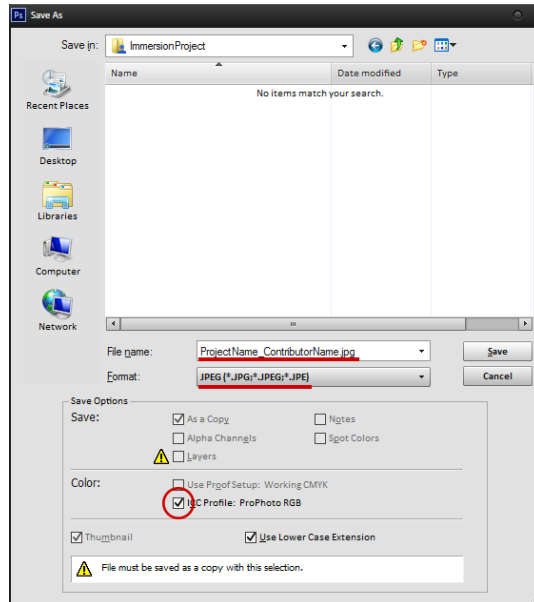
Fig.03 ›



## Export your project

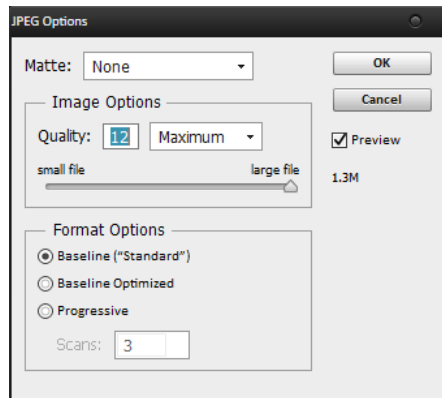
- 18 From the menu bar, click **FILE > SAVE AS**
- 19 Choose the directory to save in, and give the file a suitable name. Choose **JPEG** as the file format, and make sure **ICC PROFILE** is checked. [See Fig.04]

Fig.04 >



- 20 Choose **NONE** for matte. Make sure the image quality is set to **12 (MAXIMUM)**. Select **BASILINE (STANDARD)** for the format options. [See Fig.05]

Fig.05 >



## Upload file to NCSU Libraries

- 21 Once you have a finished file, you are ready to submit it to the NCSU Libraries. Go to the content agreement and submission form at <http://go.ncsu.edu/ContentAgreement>. Submissions are subject to the editorial review of the NCSU Libraries. An NCSU Libraries staff member will be in contact with you about your submission.