

- 1.) Open Illustrator
- 2.) Create new document
- 3.) Set artboard width to 612px and height to 792px
- 4.) Create First Row
  - a. Create top-left ellipse
    - i. Change fill color to #db1c52 and stroke to none
    - ii. Select Ellipse Tool
    - iii. Click on artboard
    - iv. Enter in Ellipse Box:
      1. Width: 155.234px
      2. Height: 155.234px
  - b. Create top-right ellipse
    - i. With Ellipse Tool still selected, click on artboard again
    - ii. Enter in Ellipse Box:
      1. Width: 95.489px
      2. Height: 95.489px
    - iii. Change fill color to #38c1d1 and stroke to none
    - iv. Select the move tool (shortcut V) to select top-right ellipse
    - v. Place top-right ellipse to the right of the top-left ellipse by 48px
    - vi. Select both ellipses (hold shift and click on both ellipses or drag over the two ellipses)
    - vii. With both ellipses still selected, click on the top-left ellipse again to make it the Key Object.
    - viii. Go to Windows > Align
    - ix. Under Align Objects, choose Vertical Align Center
- 5.) Create Second Row
  - a. Select both Ellipses with the move tool
  - b. Hold alt and drag down to create a copy of the top row
  - c. Place copy of top row underneath top row to create second row
  - d. With the second row still selected, go to the Transform window (located under Properties) and click on Flip Along Horizontal Axis.
  - e. Make sure bottom-right ellipse is 15.75px beneath top-right ellipse
  - f. Select both ellipses on the bottom row
  - g. With both still selected, click on the bottom-right ellipse to make it the Key Object.
  - h. Go to Windows > Align
  - i. Under Align Objects, choose Vertical Align Center
  - j. Create Ellipse inside bottom-left ellipse
    - i. Select Ellipse Tool
    - ii. Click on artboard
    - iii. Enter in Ellipse Box:
      1. Width: 27.574px
      2. Height: 27.574px

- iv. Change fill color to #ffffff and stroke to none
  - v. Select both newly created ellipse and bottom-left ellipse
  - vi. With both still selected, click on the bottom-left ellipse to make it the Key Object.
  - vii. Go to Windows > Align
  - viii. Under Align Objects, choose Vertical Align Center and Horizontal Align Center
- 6.) Go to file > Export for Screens
  - a. Under Formats: Select PNG
  - b. Export Artboard
- 7.) Email to [vcline@masonlive.gmu.edu](mailto:vcline@masonlive.gmu.edu)