Project: Process Documentation Name –

**Instructions** –Using this word template Insert photographs (photos will need to re resized/formatted to be no larger than 2.5 x 2.5” as you place them inside the squares on the chart. Under each photo type detailed notes in the textbox to document the process steps for your works of art – what materials you have used, any changes from your plans, problems and solutions during the art making process. **Save your finished word document as yourname\_projectname\_documentation\_date.** You will upload this document into FOCUS for printing. You will cut up the printed paper to put into your Visual Art Journal for grading.

Notes:

Media needed for artwork:

Notes:

Notes:

Notes:

Notes:

Notes:

Notes: