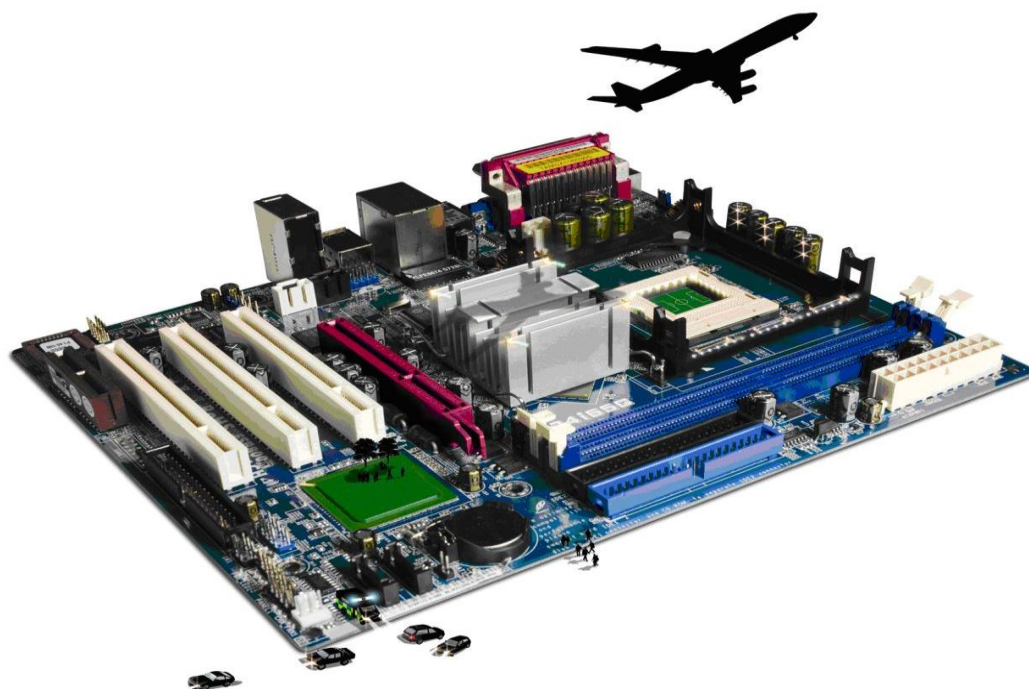


# City & Guilds Level 3 Imaging software (7574-321)



[www.cityandguilds.com](http://www.cityandguilds.com)  
January 2024  
Version 1.1

## ITQ Assignment guide for Candidates Assignment A





## **About City & Guilds**

City & Guilds is the UK's leading provider of vocational qualifications, offering over 500 awards across a wide range of industries, and progressing from entry level to the highest levels of professional achievement. With over 8500 centres in 100 countries, City & Guilds is recognised by employers worldwide for providing qualifications that offer proof of the skills they need to get the job done.

## **City & Guilds Group**

The City & Guilds Group includes City & Guilds, ILM (the Institute of Leadership & Management) which provides management qualifications, learning materials and membership services, NPTC which offers land-based qualifications and membership services, and HAB (the Hospitality Awarding Body). City & Guilds also manages the Engineering Council Examinations on behalf of the Engineering Council.

## **Equal opportunities**

City & Guilds fully supports the principle of equal opportunities and we are committed to satisfying this principle in all our activities and published material. A copy of our equal opportunities policy statement is available on the City & Guilds website.

## **Copyright**

The content of this document is, unless otherwise indicated, © The City & Guilds of London Institute and may not be copied, reproduced or distributed without prior written consent. However, approved City & Guilds centres and learners studying for City & Guilds qualifications may photocopy this document free of charge and/or include a PDF version of it on centre intranets on the following conditions:

- centre staff may copy the material only for the purpose of teaching learners working towards a City & Guilds qualification, or for internal administration purposes
- learners may copy the material only for their own use when working towards a City & Guilds qualification.

The Standard Copying Conditions (see the City & Guilds website) also apply.

Contains public sector information licensed under the Open Government Licence v3.0.

## **Publications**

City & Guilds publications are available on the City & Guilds website or from our Publications Sales department at the address below.

Every effort has been made to ensure that the information contained in this publication is true and correct at the time of going to press. However, City & Guilds' products and services are subject to continuous development and improvement and the right is reserved to change products and services from time to time. City & Guilds cannot accept liability for loss or damage arising from the use of information in this publication.

## **City & Guilds**

**5-6 Giltspur Street**

**London EC1A 9DE**

**[www.cityandguilds.com](http://www.cityandguilds.com)**

# Contents

## Unit 321 – Imaging software Level 3

### Assignment A

Introduction – Information for Candidates	3
Candidate instructions	4

---

# Level 3 Imaging software (7574-321) Assignment A

## Introduction – Information for Candidates

### About this document

This assignment comprises all of the assessment for Level 3 Imaging software (7574-321).

---

### Health and safety

You are responsible for maintaining the safety of others as well as your own. You are asked to work safely at all times.

You will **not** be allowed to continue with an assignment if you compromise any of the Health and Safety requirements.

### Time allowance

The recommended time allowance for this assignment is **two and a half hours**.

# Level 3 Imaging software (7574-321)

## Candidate instructions

**Time allowance: two and a half hours**

### **The assignment:**

This assignment is made up of **four** tasks

- Task A - Underpinning knowledge
- Task B - Manipulating images
- Task C - Manipulate and edit images
- Task D - Manipulate, edit and finalise images

### **Scenario**

You work as part of a small web design team. One of your regular customers 'City and Guilds Glass Limited' has asked you to take photographs of a new product. City and Guilds Glass Limited have created ornamental paper weights, they would like either their company name or a personalised name to be included on any and all photographs intending to be used on their website. City and Guilds Glass Limited also requires guidance on related legal issues.

Read all of the instructions carefully and complete the tasks in the order given.

### **Task A – Underpinning knowledge**

- 1 Using your **Answers 321 A** document provided by your assessor, explain what is monitor calibration?
- 2 Using your **Answers 321 A** document provided by your assessor, explain why is it important?
- 3 Using your **Answers 321 A** document provided by your assessor, and referring to the scenario, explain what designs or images are needed to satisfy the requirements of City and Guilds Glass Limited.
- 4 Using your **Answers 321 A** document provided by your assessor, explain briefly who will own the copyright and what use, if any, the other party can make of the images you have taken.

Continued over...

## Task B – Manipulating images

- 1 Open the file **pw.jpg**. The image is of a paperweight, resting on a curtain with window blinds in the top right corner.
- 2 With the help of the Threshold tool create **two** Colour Sample points measuring white and black areas.
- 3 Using your **Answers 321 A** document provided by your assessor, explain your choice of the **two** location points.
- 4 Using the information gained from the Colour Samples use the Colour Curves tool to correct **any** colour cast in the image.
- 5 Make the Threshold layer invisible, but do not delete it.
- 6 Save the image as **PWCurves** using the package's native format.

## Task C – Manipulate and edit images

- 1 Isolate the top right (whitish) blinds area.
- 2 Document the method used to isolate the area.
- 3 Add a Colour Layer to create a Colour Fill.
- 4 Set the Colour Fill colour to the very dark blue in the swirl within the paperweight towards the bottom right of the paperweight.
- 5 Display a Grid to ensure accuracy of measurement, ask your tutor to observe this.
- 6 Using your **Answers 321 A** document provided by your assessor, identify the diameter of the paperweight.
- 7 Save the image as **PWColorFill** in the package's native format.

## Task D – Manipulate, edit and finalise images

- 1 Use the Ellipse tool to create a shape around the paperweight using the diameter found above.  
(**NOTE:** the paperweight is not exactly circular). Align the circle with the left hand side of the paperweight.

Continued over...

- 2 Use the Ellipse as a path to enter *yourname* along the path in Verdana 48pt Italic. The text colour should be the same as the Colour Layer created previously.  
The last letter of your name should abut the red stripe at the top of the paperweight.
- 3 Crop the image to highlight the paperweight and to reduce the proportion of the image given over to the curtain and background.
- 4 Save the image in the editing package's native format as **PWFinal**.
- 5 Ensuring that final image does not include any unnecessary items (eg Colour Sample points, visible path, Threshold layer, etc) save the image in a format suitable for displaying on the web as **PWWeb**.
- 6 Using your **Answers 321 A** document provided by your assessor, explain your reasons for the chosen file type.

When you have finished working:

- Sign each document above your name and label all removable storage media with your name.
- Hand all paperwork and removable storage media to your assessor.

If the assignment is taken over more than one period, all paperwork and removable media must be returned to the test supervisor at the end of each sitting.

**End of assignment**



---

**Published by City & Guilds. City & Guilds is a trademark of the City & Guilds of London Institute.**

**City & Guilds  
Giltspur House  
5–6 Giltspur Street  
London  
EC1A 9DE**

**[cityandguilds.com/about-us](http://cityandguilds.com/about-us)**