1. Open Adobe Illustrator and click “Create New” on the left hand side of the application.

2. In the pop-up window, you have the option to choose the size of the document you want to create. For the purpose of this guide, fill in the document measurements for letter sized paper.
   - To do this, first make sure that the measurement unit is set to “Inches” which can be done using the dropdown menu on the right hand side of the application.
   - Fill in “8.5” for width and “11” for height.
   - Make sure that the orientation is set to “portrait.”

3. Click “Create” in the bottom right hand corner of the pop-up to generate your document.

4. Create a shape for your sticker set by using the **Shape Tool** ( ). Select this tool by left-clicking it.
   - By default, the shape tool will be set to make rectangles, as shown in the image on the right. For these stickers however, you will want to make circles. To make a circle, right-click the rectangle tool. This will pull out a drop-down menu. Left-click the **Ellipse Tool** ( ).
   - There are several different ways to use the shape creation tool:
     - While the tool is selected, if you left-click in the application, it will pull up a menu where you can input the exact dimensions of the shape.
     - A shape can also be dragged into creation. Left-click and hold, then drag the mouse out to create a less exactly measured shape.

5. For the purpose of making these stickers, you will want to make circles. Press and hold down shift, then left-click and hold over the white section, or artboard, in the application. Drag your mouse out until the circle is big enough to fit a small picture and some text into, then release the left mouse button and shift.
   - Holding shift down while dragging your shape out ensures that the shape will be equal on all sides, creating circles, perfect squares, etc.

6. Now you can change the color for the circle. To do this, make sure that the circle is selected. Left-click on the **Selection Tool** ( ), then left-click on the circle. If the circle is highlighted, then it is selected.

7. On the right-hand side of the application, select the tab at the top underneath the search bar that is titled “Color.” Here you can change the fill and outline colors of shapes, objects, and text. These colors can be supplied through CMYK, RGB, and HSB codes, or by selecting from the rainbow gradient.
   - Start by changing the color of the fill. This is by default represented by a white box. Left-click the white box to make sure the fill color is selected, and then choose a shade of purple from the rainbow gradient by left-clicking. The color of the circle should immediately change.
   - Now left-click the black border beneath and select a shade of blue for the border just like you did for the fill.

8. Now it is important to label the layer that this circle is in. Go back to the tabs under the search bar where the “Color” tab was. Select a tab on the left of that bar titled “Layers.” You should see one layer titled “Layer 1” that only contains the circle you’ve created. Double-click on “Layer 1” to see a pop-up menu where you can rename the layer and change the highlight color for items in that layer that are selected. Rename this layer to “Sticker 1,” then click “OK.”

9. Now you should add a picture inside the circle. Do a google search for “bluebonnets.” Choose your favorite picture of this flower and save it to your computer somewhere you can easily find it, like your desktop.
10. The easiest way to insert the picture onto your artboard is to drag and drop the image file directly from your computer files onto the Adobe Illustrator application.

11. Now the image will need to be resized to fit inside the circle. Using the **Selection Tool** ( ), select the picture of bluebonnets. You should see small, white squares on the edges of the image. These can be used for resizing. Left-click and hold down on one of these squares, then drag your mouse across the screen to resize.
   - Remember, if you want the image to retain its original proportions, press and hold down shift while resizing, just like you did to create a perfect circle.

12. Move the image into the circle by selecting it with the **Selection Tool** ( ), then left-clicking and dragging it on top of the circle.
   - In the “Layers” tab, click the small arrow on the right-hand side of “Sticker 1” to open the drop-down menu for the layer. Make sure that the image of the bluebonnets is above the circle; this will make sure that the picture is visible and on top of the circle, not beneath.

13. Now you need to type something in the sticker. We want to label the sticker “Bluebonnets.” For simple typing, just left-click the **Type Tool** ( ). This will work very similarly to the “Shape Tool,” where you can left-click and drag to create a text box of whatever size you want. By left-clicking inside the text box while using the “Type Tool,” you can begin typing in it. type “Bluebonnets” into the text box, then select the text box using the “Selection Tool” and resize it and move it so it fits how you want it to inside the original circle.
   - You can change the font, size, alignment, etc. of the text by going to the tabs underneath the search bar on the right-hand side of the application and selecting the left-most tab, titled “Properties.”

14. Now that all of the pieces of the sticker are assembled, let’s make another sticker that’s identical to the first. In order to remain organized, you need to make a new layer. To do this, go to the bottom right-hand corner of the application. Click the paper icon that is to the immediate left of the trash can icon to create a new layer. Name this new layer “Sticker 2.”
   - Left-click “Sticker 2” so that it’s selected. This will ensure that the new items you make will be placed in this layer.

15. Select each piece of the sticker you’ve already made with the **Selection Tool** ( ). There are two ways to do this:
   - Select one piece of the sticker, then press and hold shift while you select the others.
   - In the “Layers” tab, click the empty circle on the right side of the layer titled “Sticker 1.”
When all of the pieces of the sticker are selected, press “Command+C” (copy command) and then “Command+V” (paste command) to create a second and identical sticker.

16. Move this new sticker so that it isn’t touching the original. This can be either done by left-clicking, holding, and dragging, or by using the arrow keys for more precise movement.

Now your stickers are complete! This guide should help you familiarize with some of the basic tools that Adobe Illustrator offers. Below, there are some extra tips to help you go the extra mile with your Illustrator designs.

**Extra Adobe Illustrator Tips**

1. To vary color options, you can use the **Gradient Tool** ( ). To use it, left-click the tool, then left-click the shape you want a gradient in. A black and white gradient and a bar will be added.
   - In order to change the gradient colors, double left-click the colored circles at each end of the gradient bar. Each dot will be a different color.
   - A specific color code can be input by clicking on the **list button** ( ) located in the top right corner of the pop-up menu. This will bring up another pop-up menu where the color code can be typed in.
   - You can also select colors by left-clicking the **Swatches** ( ) button and selecting a shade there.
• The level of gradient can also be changed. The amount of which color you see varies depending on where you move the colored dots.
• The blending section of the gradient is represented by the white diamond in the middle of the gradient line. You do not have to change the way the gradient looks, but move the colored dots along the line to see how it affects the gradient. The white diamond can also be moved along the line to make changes in where the gradient blends and to what degree.
• The gradient line itself can be moved. By hovering your mouse over the black squares at either end of the gradient line, the mouse cursor will change into a dotted line arrow in the shape of a circle. By left-clicking and holding down when this symbol appears, you can change the orientation of the gradient to vertical, horizontal, or anywhere in-between just by dragging the mouse.

2. Another way to open a picture in the application is to select “File” in the top left of your computer screen and then select “Open” in the drop down menu. This will allow you to browse the files in your computer so you can find an image. Select the file you want to open, then click “Open” in the bottom right corner of the pop-up menu.
   • Once you open the picture, it will appear in a second tab in the Adobe Illustrator application. Using the Selection Tool ( ), click on the image and press “Command+C” (copy command). Delete the tab by clicking the small “x” on the left side of the tab.
   • Back in the main tab, press “Command+V” (paste command) to paste the image onto your document.

3. If you ever make a mistake, the easiest way to “Undo” that mistake is to press “Command+Z” (undo command) or by going up to the “Edit” tab in the top left of your computer screen and selecting “Undo” from the drop-down menu.

4. Instead of only typing in straight lines, you can also type on a path. To do this, you first need to create a path to type on. The easiest way to create a curved path is by using the Paintbrush Tool ( ). Now you can left-click, hold, and drag to create a line.
   • You can also use the Pen Tool ( ) to create a curved line. With the Pen Tool ( ) selected, left-click a spot on the artboard to create the initial anchor point of your line. Left-click another spot wherever you want, and the tool will draw a straight line between the two anchor points.
     • In order to stop drawing with this tool, left-click the Selection Tool ( ).
     • To curve the line you just made, select the Curvature Tool ( ). With this tool, you can now create an extra anchor point that will curve the line you just made. Move the mouse around to see how changing the anchor point will curve the line, then left-click once to choose the curve you want.
   • Once you draw a line you want to type on, right-click the Type Tool ( ) and select the Type on a Path Tool ( ) from the drop-down menu. Select the line or shape you want to type by left-clicking.
     • Wherever you select will be where the text starts from.

For more information on how to use Adobe Illustrator, visit these websites:
• https://helpx.adobe.com/illustrator/tutorials.html
• https://helpx.adobe.com/illustrator/user-guide.html
• https://create.adobe.com/2014/11/12/adobe_illustrator_cc_for_web_designers.html