

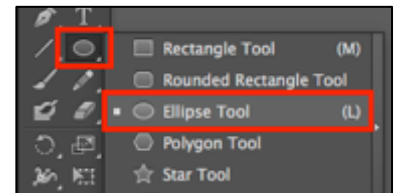
# Making an awards badge

## Setup

1. **File > New** to create a new Artboard. 100mm by 100mm is a good size.
2. Click **View > Show Grid** (at bottom) to show a handy grid across the Artboard

## Drawing a circle

3. Use the **shape tool** on the **left toolbar** – click and hold to see the range of possible shapes
4. Draw a **circle**. **Hold down SHIFT** to get a perfect circle. Aim to fill about half of the artboard



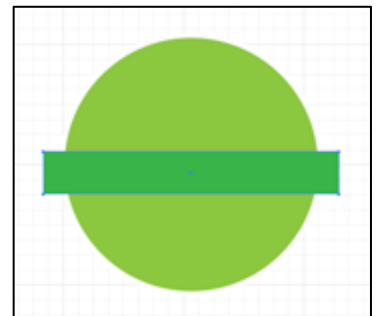
- use a solid **fill colour**
- make the **stroke** white at about 3 pt  
(**IMPORTANT** – you can't see this yet, but the stroke is crucial later)



5. Move the circle into the centre of the artboard
6. **Object > Lock > Selection** – this will lock the circle in place so that you can't accidentally move it later

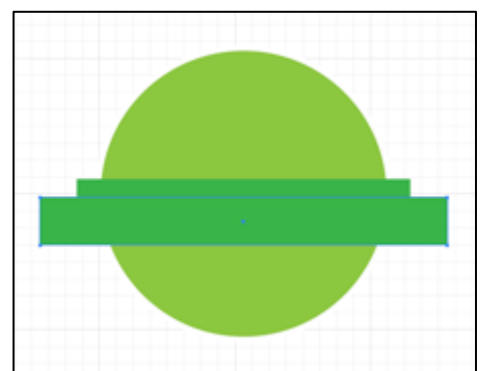
## Add a rectangle

7. Use the **shape tool** to add a **rectangle** on top of the circle as shown
- use a slightly darker **fill colour**
  - make the **stroke** transparent (**IMPORTANT!!**)

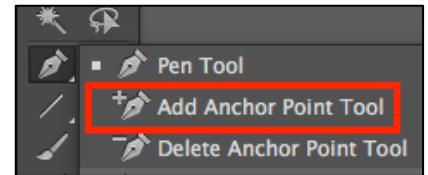


## Add the ribbon effect

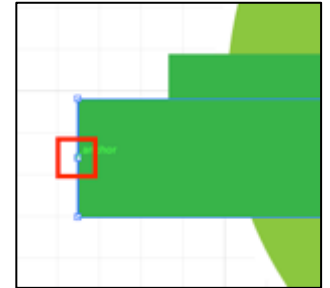
8. Select the rectangle, **copy** it (**Edit > Copy**) and **paste** (**Edit > Paste**)
9. Make the rectangle a bit **longer** (no higher, just longer) and drag it down a little as shown



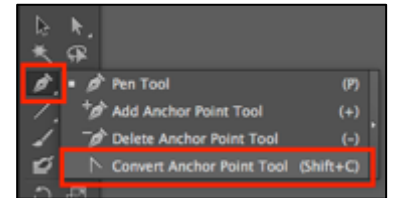
10. **Click and hold** the **Pen Tool** on the **left toolbar**.  
Select the **Add Anchor Point Tool**



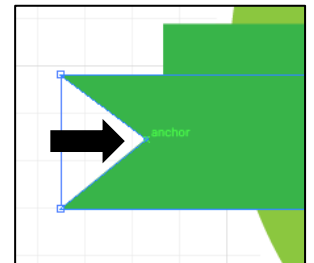
11. Click once **half way down** the **left end** of the **bigger rectangle** to add an anchor point  
It helps if you zoom in



12. **Click and hold** the **Pen Tool** again. Choose the **Convert Anchor Point Tool**



13. **HOLD SHIFT DOWN** and drag the anchor point you created towards the **centre** to create a ribbon effect – as shown
14. **Repeat** steps 10 to 13 for the other end of the larger rectangle. Try and get the ends looking the same



### Finishing off

15. Select the **top rectangle** - the one with the ribbon effect (use the selection tool)
16. **Object > Arrange > Send to Back**  
This creates a basic ribbon effect



You can add lettering before saving your work. Then you need to **export** it to be able to use it (**File > Export** – export as a **PNG file**)

### Options

- try adding a thin stroke to the top rectangle – or to both rectangles
- try changing the position of the rectangles
- change the width of the stroke on the circle
- try adding a thin stroke circle on top of the main circle to create a border effect – you will need to arrange the layers carefully