Configuring Graphics-Toolbox for your computer

1. <u>Check to see how much RAM/Memory your computer has:</u>
   a. Right-click "My Computer" on your desktop
   b. Choose Properties
   c. Make a note of how much RAM (Random Access Memory) is shown at the bottom of the screen.
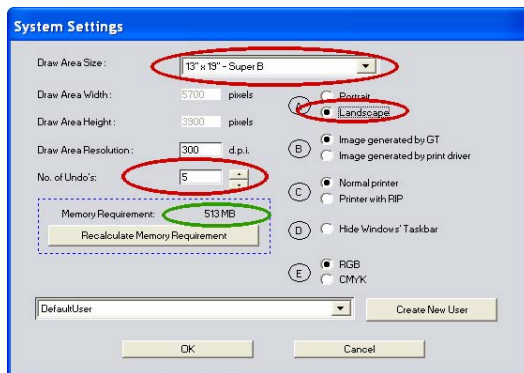
2. <u>In Graphics-Toolbox,</u>

   Click on the Change System Settings button in the bottom right of the function buttons. A new screen will open:

   a. **If you have 1 GB (1,000 MB) of RAM**, set the options to read like this:
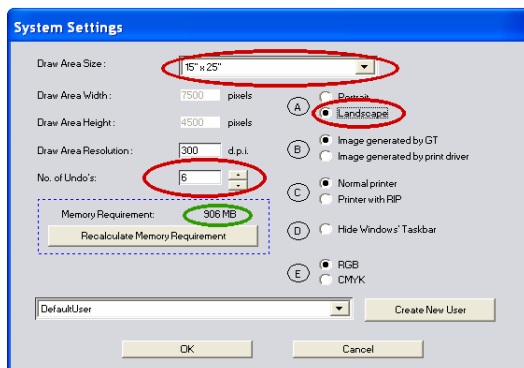
   Change the fields circled in red:
   <u>Drawing Area Size</u> – choose 13x19 Super B
   <u>Orientation</u> – choose Landscape
   <u>No. of Undo's</u> – choose 5

   Please note that the memory requirement number on your screen (circled here in green) should be about half of the amount of ram you have. Here the number is 513 MB which is good for a system with 1 GB (1000 MB) RAM.

   b. **If you have 2 GB (2,000 MB) of RAM**, set the options to read like this:
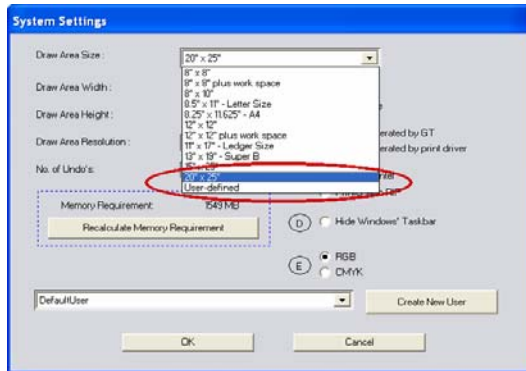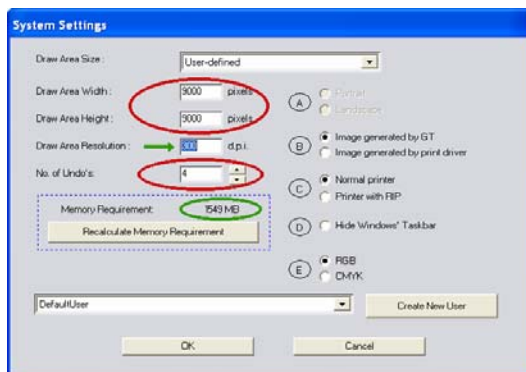
   Change the fields circled in red:
   <u>Drawing Area Size</u> – choose 15x25
   <u>Orientation</u> – choose Landscape
   <u>No. of Undo's</u> – choose 6

   Please note that the memory requirement number on your screen (circled here in green) should be about half of the amount of ram you have. Here the number is 906 MB which is good for a system with 2 GB (2000 MB) ram.

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c. **If you have 3 GB or more of RAM**, you have a lot of flexibility in configuring your system. You can make your Drawing Area very large and you can set a higher number of Undo's. Just watch that the Memory Requirement number doesn't go much higher than half of your available RAM. For instance,

Change the fields circled in red:
Drawing Area Size – choose 20x25 or User defined
Orientation – If using 20x25, choose Landscape.

"User Defined" Guidelines – The Draw Area Width and Draw Area Height numbers are a calculation of:
Desired Width or Height x Draw Area Resolution (dpi) = xxxx pixels
The above illustration shows the settings for a 30" x 30" Drawing Area based on 300 dpi resolution (photo quality).
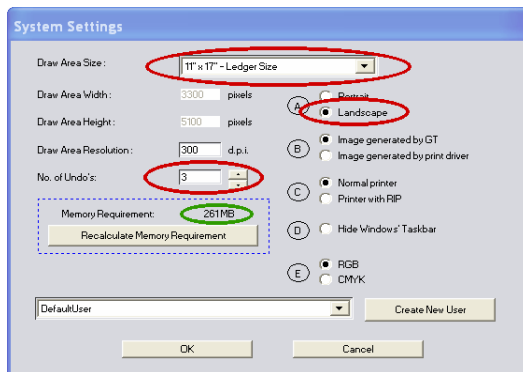
No. of Undo's – Please note that the Memory Requirement number on your screen (circled here in green) should be about half of the amount of your system's RAM and it should never be a negative number. Here the number is 1,549 MB, so with a:
∗   20"x25" Drawing Area: 8 Undo's is good for a system with 3 GB RAM.
∗   30"x30" Drawing Area: 4 Undo's is good for a system with 3 GB RAM. A smaller Drawing Area would allow you to choose more Undo's.

Note: With a "User Defined" Drawing Area, the orientation is determined by the numbers in the Draw Area Width and Draw Area Height fields, that is why the orientation circular selectors are grayed out.

d. **If you have 512 MB of RAM**, set the options to read like this: :
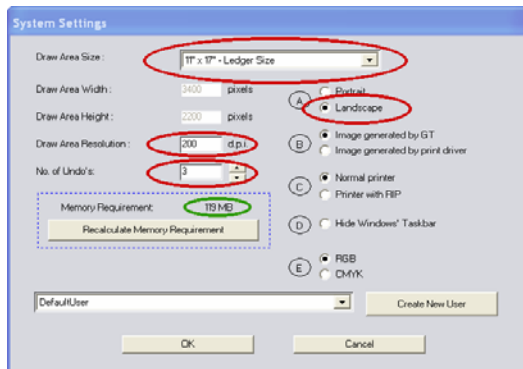
Change the fields circled in red:
   Drawing Area Size – choose 11x17 Ledger
   Orientation – choose Landscape
   No. of Undo's – choose 3

Please note that the memory requirement number on your screen (circled here in green) should be about half of the amount of RAM you have. Here the number is 261 MB which is good for a system with 512 MB RAM.

e. **If you have 256 MB of RAM**. This is a very low number and is not ideal for working with graphics. The best way to work with this limitation is to reduce the Resolution number to allow for a comfortable Drawing Area and a few Undos. The default resolution of 300 dpi is photographic quality and 200 dpi will produce lower quality images, but should be adequate for most graphics created for school and home use.
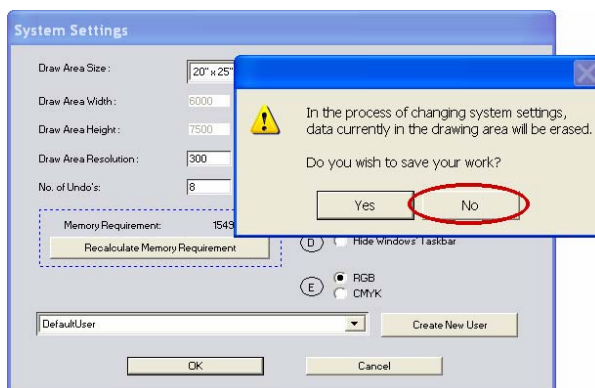
Change the fields circled in red:
   Drawing Area Size – choose 11x17 Ledger
   Orientation – choose Landscape
   Draw Area Resolution – 200 DPI
   No. of Undo's – choose 3

Please note that the memory requirement number on your screen (circled here in green) should be about half of the amount of ram you have. Here the number is 119 MB which is workable for a system with 256 MB RAM.

3. Once you have made the appropriate changes, click "OK" and a new screen appears:

Click "No" to finalize the changes.

Please note: If you have any image on your Drawing Area when you change the System Settings, you will lose that work, but as long as you don't have anything to lose, select "No" and the changes will be finalized.

If you do have work in the Drawing Area that needs to be saved, select "Yes", return to the Drawing Area, save the images, then return to System Settings to set the new configuration.