Annotation

Use it to add value and depth to visual images

Information first decoration last!

Don't spend hours decorating pages before you've even thought of an idea. Presentation is important, but ideas are more important.

Don't copy! Use your own words, not someone else's."

Don't plagiarise, copy, print or cut and paste text. Try to read it, understand it, then put it in your own words.

If you don't say who did it, you don't get marks for it.

Label your sources with relevant information such as the name, date, title and where it comes from.

Describe how the image will influence your own ideas

It's important that you say what you like about the image and how you might use it in your own work.

Use descriptive language to describe the colours, lines, shapes, tones & textures etc.

Use a writing frame to describe the formal elements of the image more fully.

Don't state the obvious; Tell me something I don't know.

If it isn't fresh and interesting, or it is just blandly describing the obvious then no one is going to read it.

Don't waffle!

Say what you've got to say then stop! You don't need to write reams and reams of pointless text.

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