Style guide for adding illustrations to your assignments.

Your illustration should:

- Be close to where it is referred to in the text.
- Be referred to in the text by the illustration figure number (see examples).
- Have a caption beginning with “Figure #.” See examples below
- Caption should be centered under the illustration and font size should be 2 points smaller than the font size of your essay.
- Illustration should have at least 1 line space separating it from the text, both above the illustration and below the caption.
- Caption should be separated from the illustration by at least half a line space.

Your essay should include:

- A list of Figures in numerical order after your Reference list.
- At least one in-text reference to each illustration and referred to by the illustration Figure number.

Examples

In text references - examples

The water colour technique illustrated in Figure 1 shows …

In Portrait of a Goddess, (Figure 1) Luccio has...

Captions - examples

Figure number. Artist, Year created, Title of Work, type of media, size in cm

Figure 1. Marco Luccio, 2010, Portrait of a Goddess, water colour and ink on plan print, 98 x 70 cm

Figure 2. Joel-Peter Witkin, 1986, Gambler, Silver gelatine print, size not specified. Figure 3. Luis Buñuel, 1929, Un Chien Andalou, (Movie still) Black and white film, 17 minutes.

List of Figures - example

Figure number. Artist, Year created, Title of Work, type of media. Where artwork was exhibited. Where you found the illustration, viewed date, <web address of page>

Figure number. Artist, Year created, Title of Work, type of media, in A. Author, year book published, Title of book, Publisher: Place of publication, p. number.

Figure 1. Marco Luccio, 2010, Portrait of a Goddess, water colour and ink on plan print, Steps Gallery, Melbourne, viewed 20 July 2014 <http://www.marcoluccio.com/gallery/new-york-found.php>

Figure 2. Joel-Peter Witkin, 1986, Gambler, Silver gelatine print, size not specified, in E. Parry, 2001, Joel-Peter Witkin, Phaidon Press: London, p. 51.

Figure 3. Luis Buñuel, 1929, Un Chien Andalou, (Movie still) Black and white film, 17 minutes, viewed 20 July 2014, http://www.filmreference.com/Films-Ca-Chr/Un-Chien-Andalou.html
How to use illustrations in an essay.

This paper is to demonstrate the use of illustrations in an essay including how to cite them both in the text and in a list of figures. How to format the illustration is also demonstrated.

In *Portrait of a Goddess*, (Figure 1), the artist Marco Luccio demonstrates excellent use of tone to create shape and volume in watercolour images.

Figure 1 has been inserted into this document by creating a drawing box and filling the box with the image. This method allows the box to be moved anywhere in the essay. The caption has been inserted into a drawing box also. Then the two boxes have been grouped together so that both boxes will stay together if moved.

Another method of including illustrations in an essay is to create a table with the grid lines hidden. Simply insert the illustration into the top row and the caption into the second row. Ensure there is at least 1 line separating the text with the table. To centre the image, select the image and centre the same way text is centred.

Joel-Peter Witkin is an American photographer who photographed the macabre and the grotesque. Favouring constructed images, he used models with masks, (Figure 2), sometimes with deformities made grotesque by dehumanising his subjects.

**List of Figures**
