



UNIVERSITY RELATIONS

UNIVERSITY OF CALIFORNIA, MERCED

May 4, 2006

Subject: Letter of Recommendation for Marisa Bond

To Whom It May Concern:

Marisa worked under my supervision as a graphic arts assistant in the summer of 2005 and again in January through May 2006. Her responsibilities included learning the software program Cumulus to create a web-based photography catalog, and utilizing the graphic design programs Adobe Photoshop and Adobe Illustrator to assist with various projects such as web-page image strips, posters, flyers and logo design. She also performed other tasks such as photography and art research, color printing and file management. During the course of her employment, Marisa proved herself to be a capable assistant, a quick learner and creative problem solver.

Marisa is a self-starter, who rarely needs supervision. She is punctual and professional, and has gone the extra mile in order to meet deadlines in a very busy graphic arts department. She was particularly helpful when asked to select photography depicting our new students and opening year activities for our web site's homepage. She did a wonderful job selecting images that reflected the appropriate excitement and spirit of our new campus. She then accomplished the technical challenge of preparing all of the images for the web utilizing Adobe Photoshop. This was an important project for refreshing our web site for new student recruitment. Additionally, she was able to begin production of our web-based photography catalog by learning the complicated software program Cumulus, dealing with many technical issues and problem solving with the software technical support services. She proved to be a valuable asset in getting this important project off the ground.

Marisa is a positive and polite person with a willingness to tackle a wide variety of graphics projects. She has very strong computer skills and navigates easily in the Macintosh operating system. She is also able to work proficiently with networks, peripherals and software programs. I would strongly recommend her for a position as a graphic arts assistant. Feel free to contact me if you require additional information.

Sincerely,

Jennifer Bianucci  
Art Director, UC Merced