CREATING GRID FOR CITY SAMPLER BLOCKS
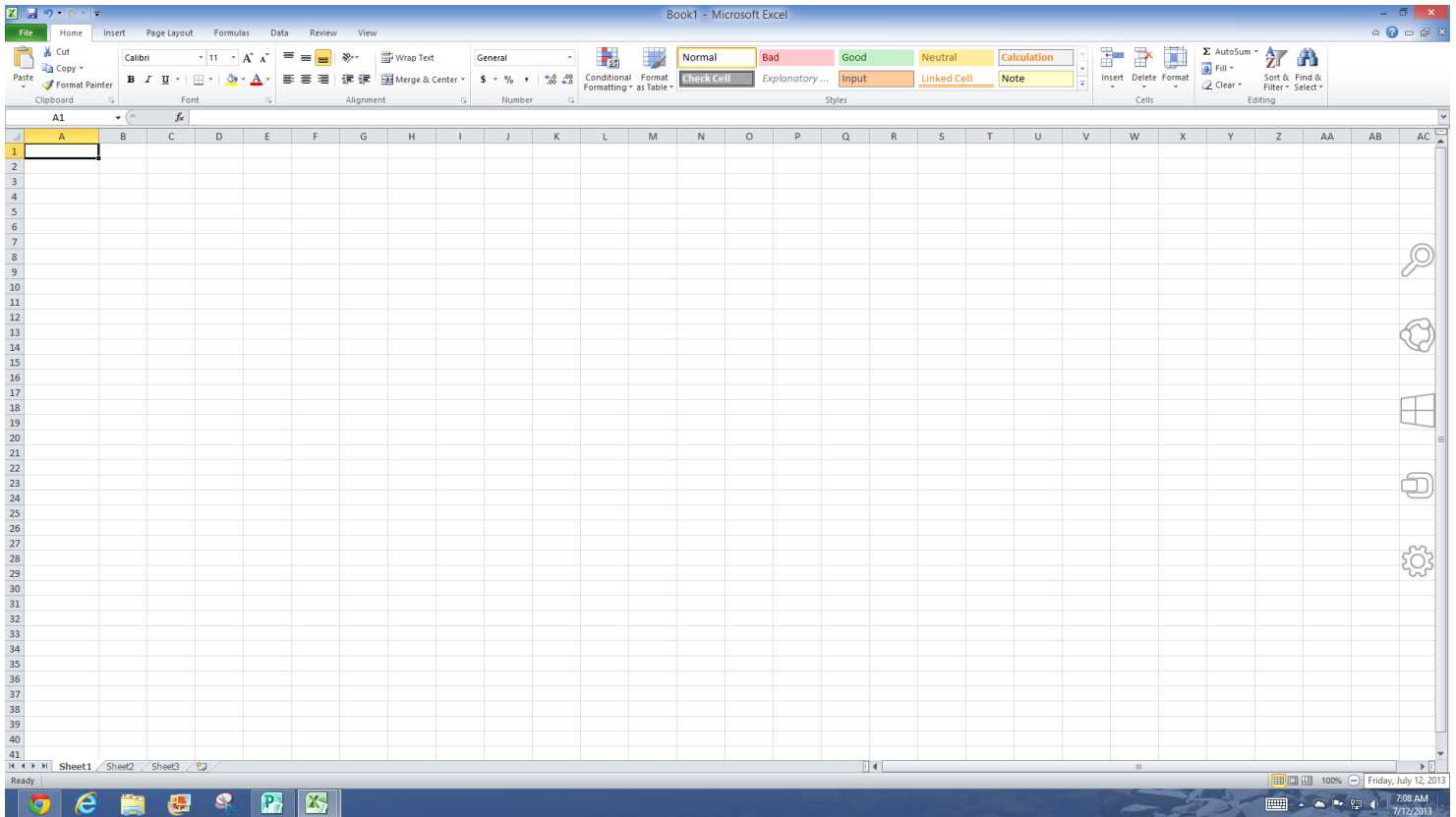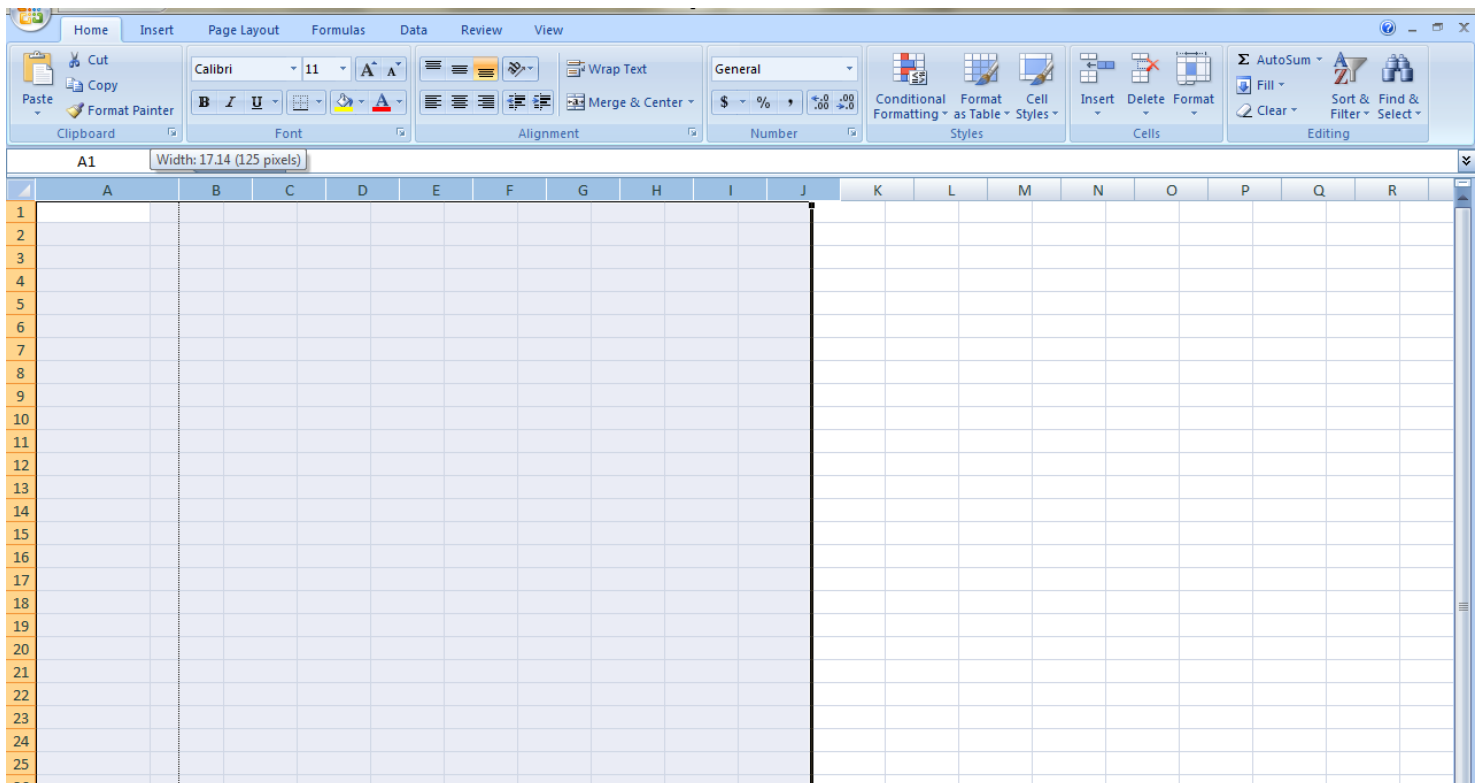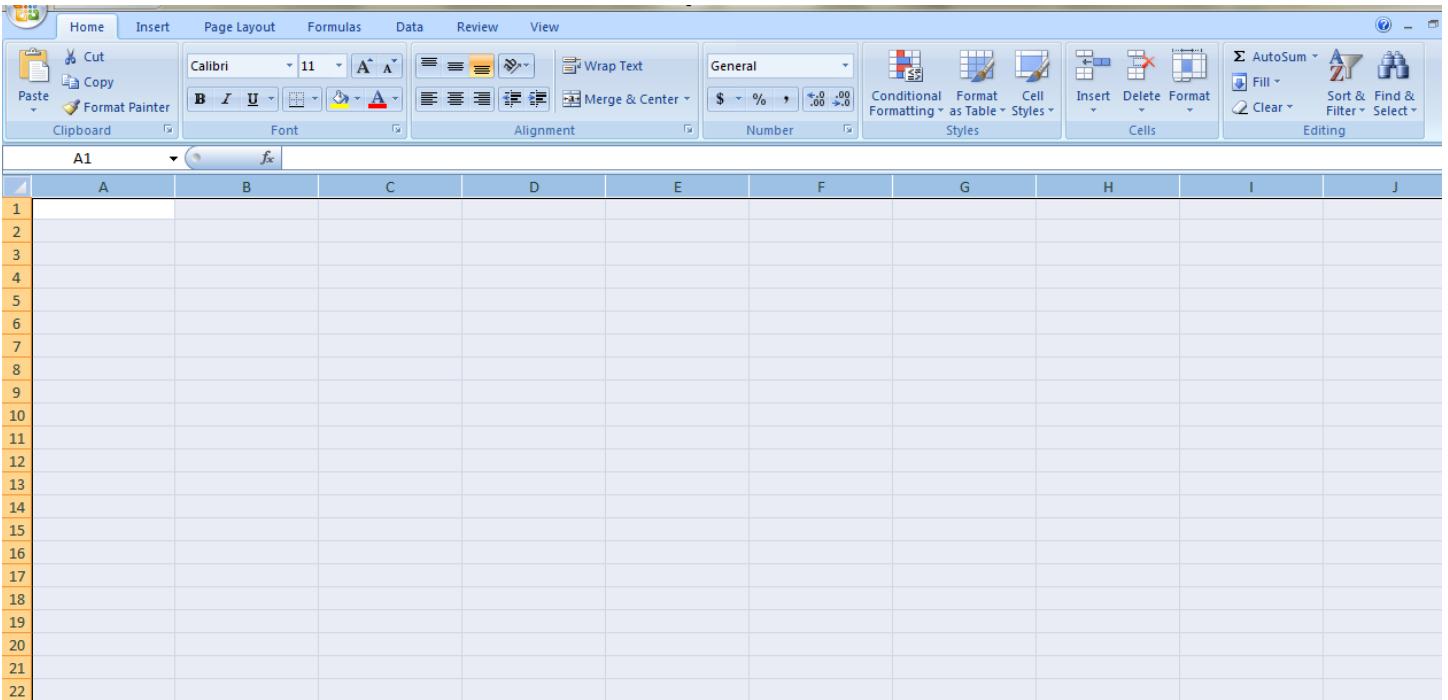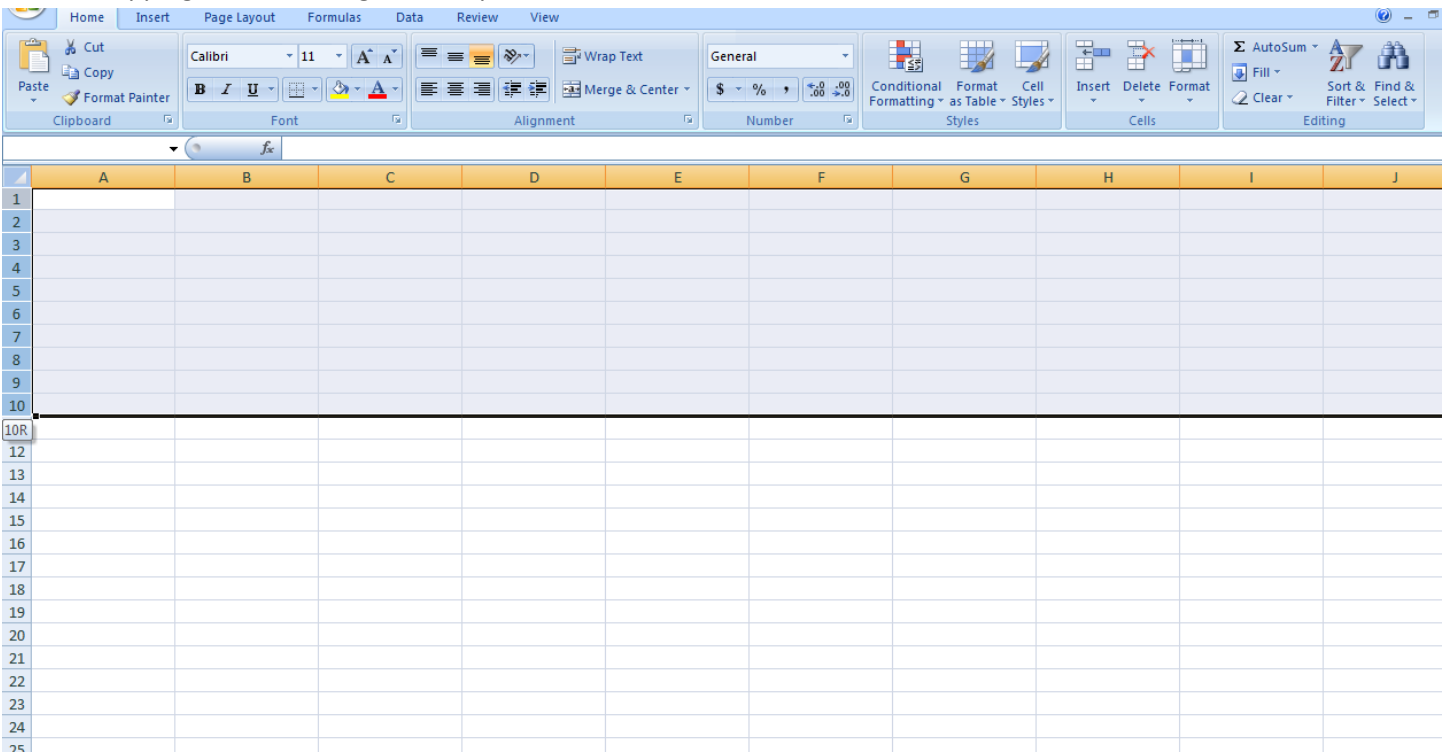
Begin with a new page in Excel.

Highlight the header row with the alphabet running across it. Put your cursor on the line between A and B and drag to the right. I randomly chose a width of 125 pixels.
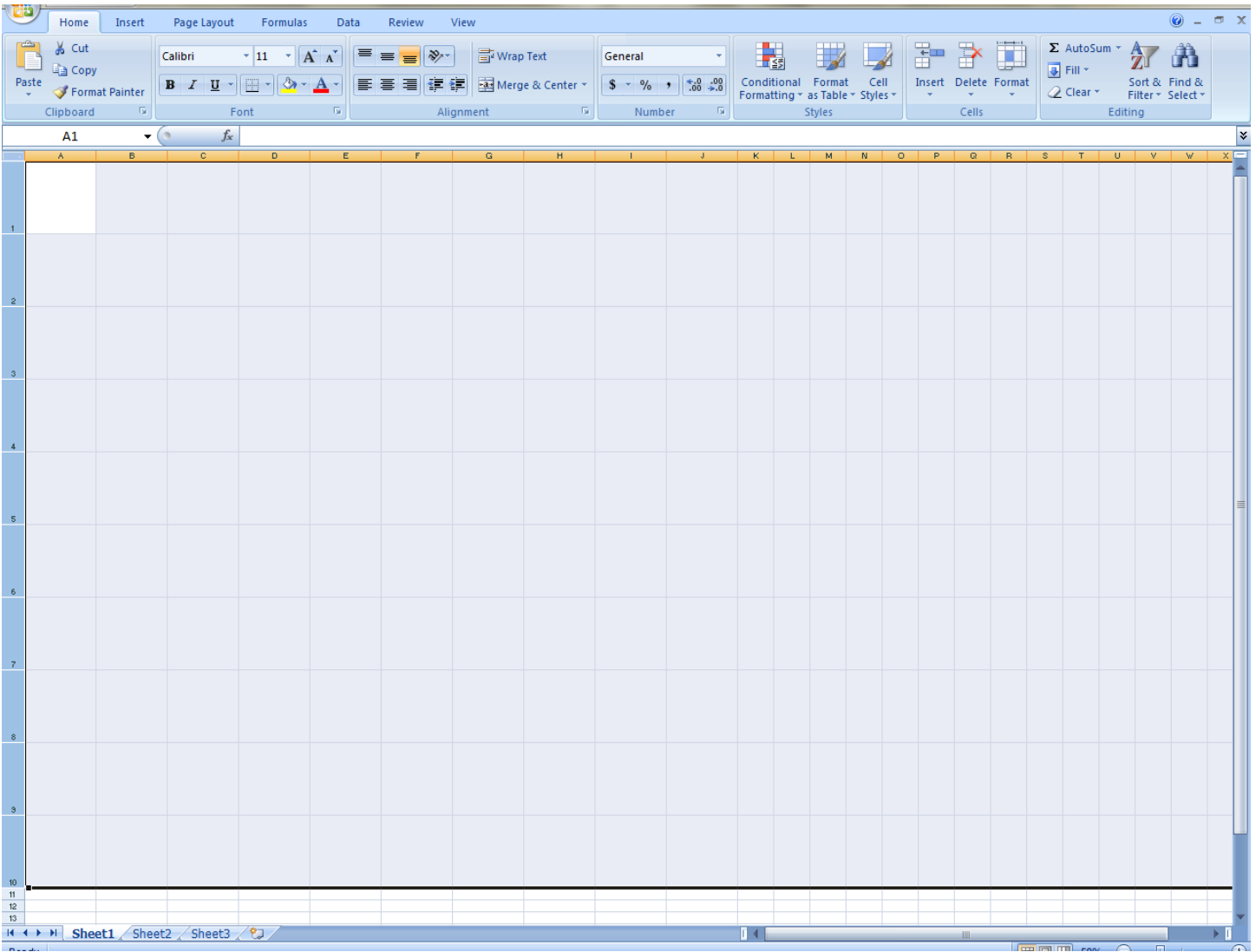
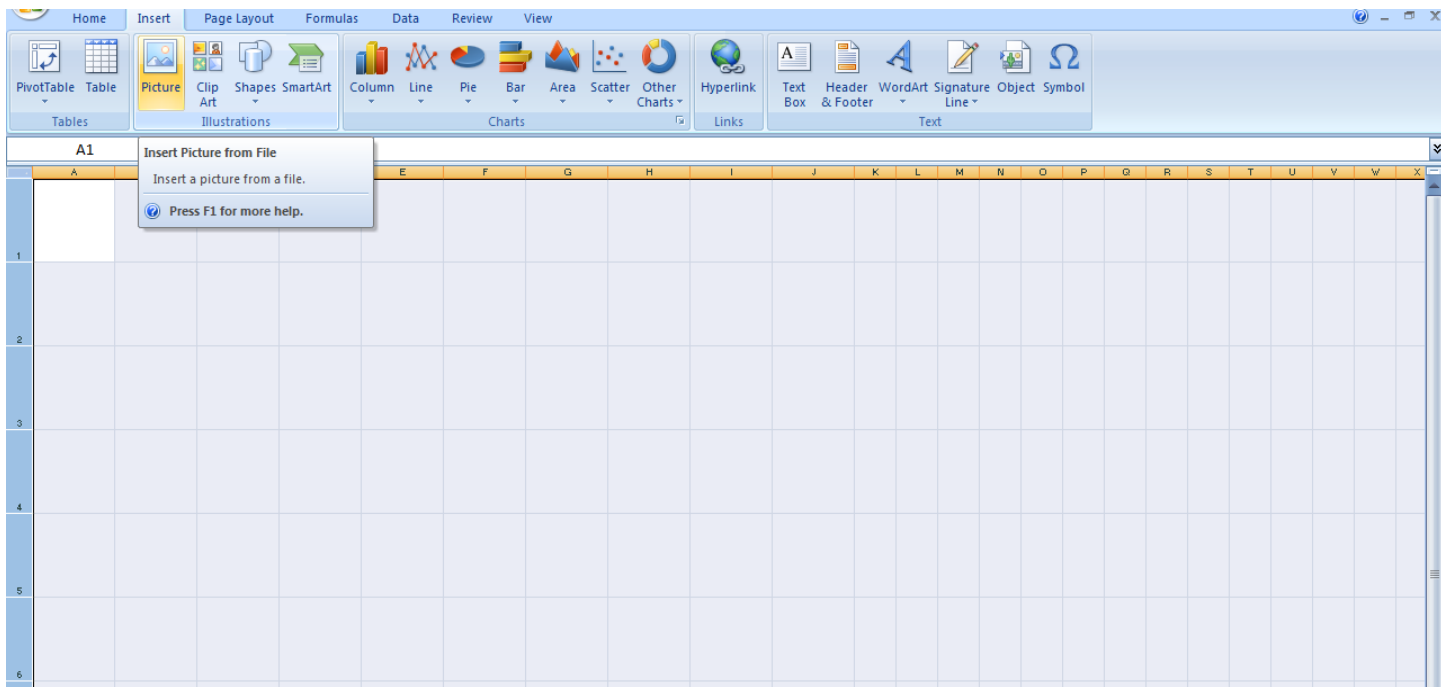When you release your cursor, the columns will all be 125 pixels wide.

Highlight the left-most column with the digits running down it. Put your cursor on the line between 1 and 2 and drag down, stopping when the height is 125 pixels.
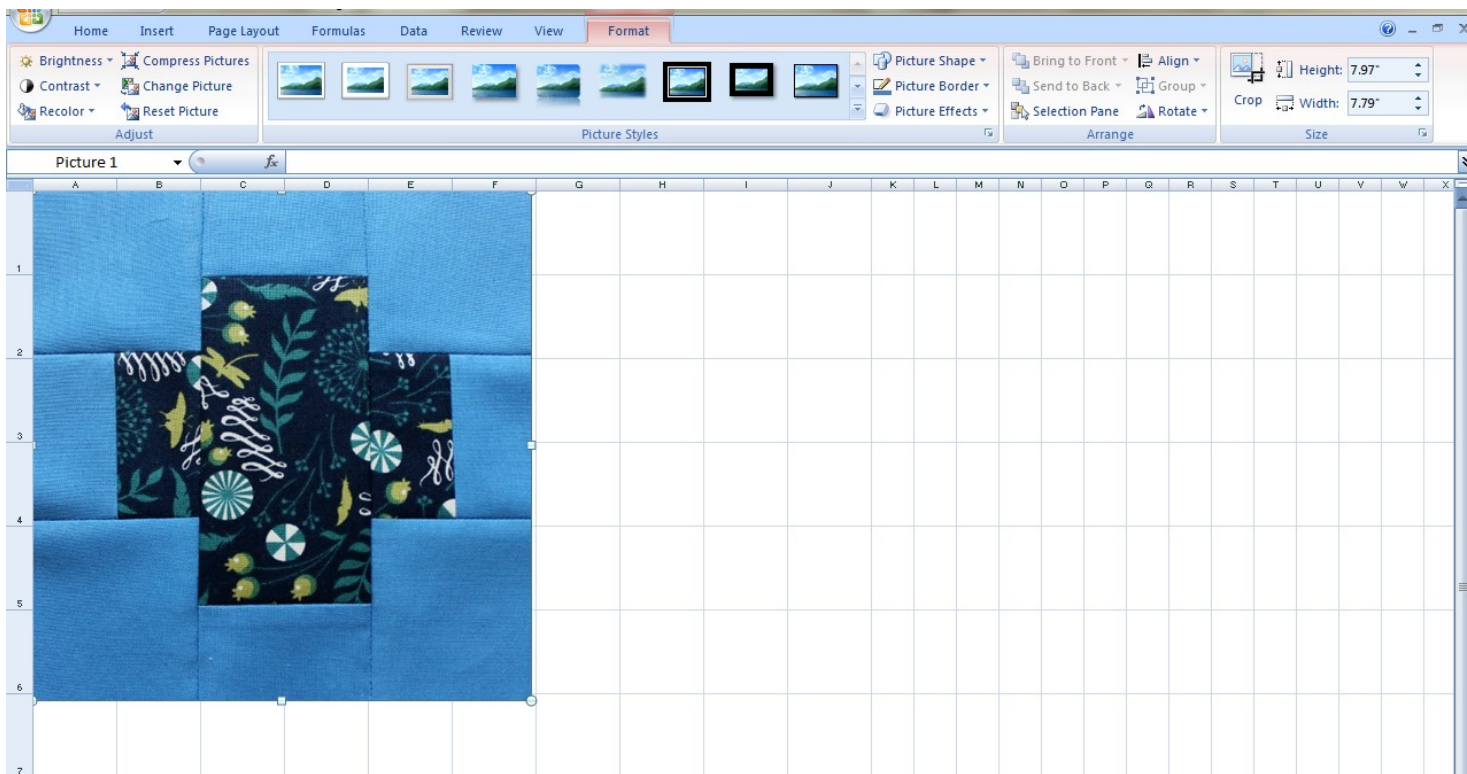
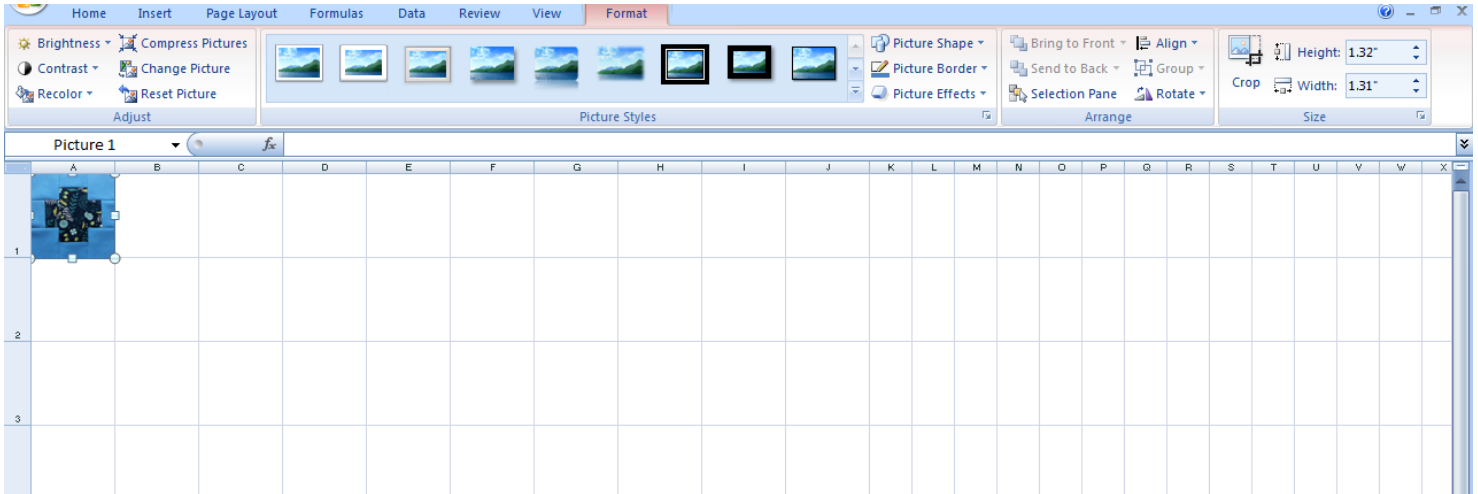When you release your cursor, you will now have a square grid.

To insert a picture, select a square and click Picture in the tool bar. Then select Insert Picture from File and choose the picture you want in that square.

Your picture may come in quite large, but that's ok.

With your cursor, grab the bottom-right corner of your picture, and drag to the upper-left corner of the square you have chosen. Stop and release with you've reached the edges of that square. Save your work.
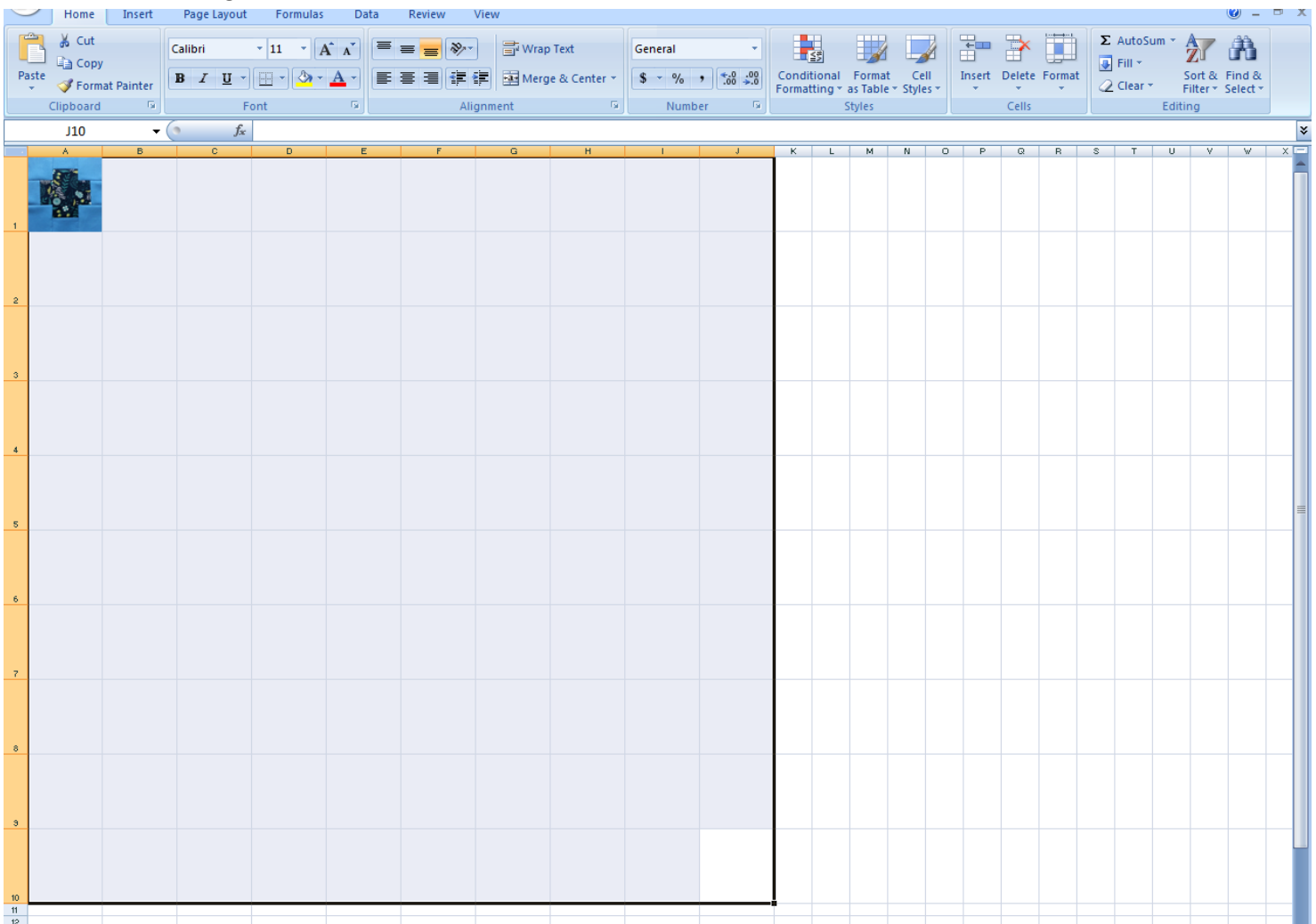

Now if you want to save your grid as a graphic:

Starting from the J-10 square, select your 100 block positions by dragging your cursor up to and including the A-1 square.
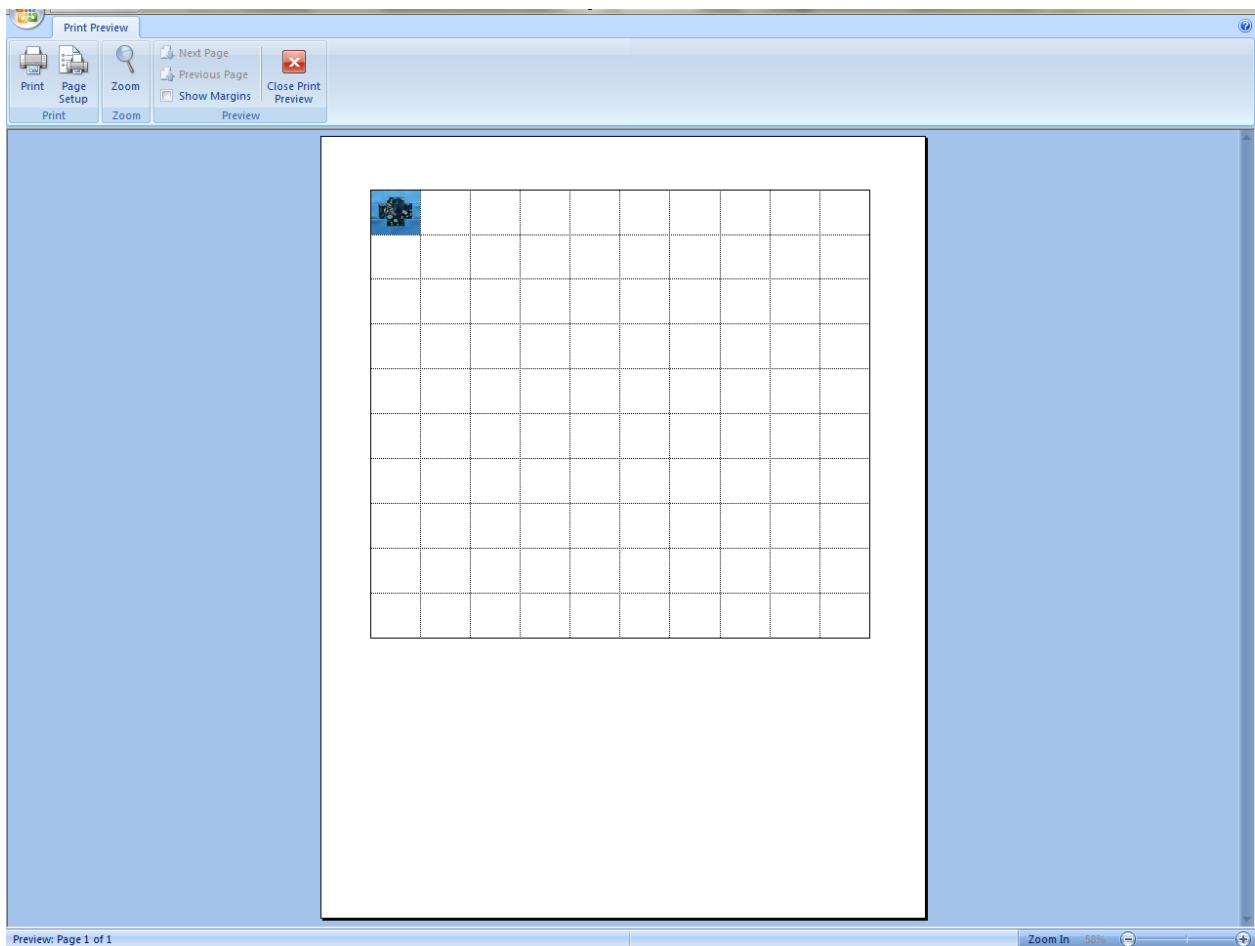
Leaving it highlighted, select Page Layout/Print Area/Set Print Area. This makes it so you are only printing your 10x10 grid.

In Page Setup, choose Page/Fit to 1 x 1.

Under Sheet, select gridlines.

Select Print Preview to see your entire grid as it would look on a page.

From there, use your Snipping Tool (click Windows Start button), select just your grid, and save as a graphic.