IMAGE-TO-IMAGE AI WORKFLOW CHECKLIST

Prepare your reference and visual style

Use one copy per illustration collection. Tick each item once completed and record your decisions.

Project / illustration collection

Owner / date

01 Choose an approved master reference

- ☐ Select a clear image that represents your desired character, style and composition.
- ☐ Confirm you own the reference or have permission to use it; record its source.

02 Choose your AI tool and model

- ☐ Check that the tool supports reference images or image editing and suits your intended use.
- ☐ Record the tool, model/version and any relevant commercial-use or privacy restrictions.

03 Define your visual style

- ☐ Record brand HEX colours, character features, proportions, line style, lighting and background.
- ☐ Choose output dimensions and aspect ratio; identify the details that must never change.

Reference filename / source / permission

Tool / model / dimensions / brand colours

Generate controlled image variations

Return to the approved master reference for each new scene. Keep a record of what you change.

04 Prepare a reusable master prompt

- [ ] Separate the details to preserve from the activity, setting or composition you want to change.
- [ ] Use the same style instructions and model where possible. Save the prompt with the reference.

Master prompt template

Using the attached reference, preserve the character, proportions, colours, illustration style and lighting.
Change only [scene or activity]. Keep [fixed elements] unchanged. Use [aspect ratio].
Avoid unnecessary objects or changes. Keep the composition clean and consistent with the reference.

05 Generate and refine variations

- [ ] Change one major element at a time. Record the seed and reference or denoising strength if available.
- [ ] Compare the result with the master image; adjust settings or instructions gradually if details drift.
- [ ] Return to the original reference rather than repeatedly editing a degraded copy.

Scene / activity to change

Generation settings / prompt version / corrections

Review, approve and save your illustrations

Check each output against the master reference before publishing or sharing it with your team.

06 Review visual quality and usage rights

- ☐ Check facial features, proportions, colours, illustration style, lighting and scene accuracy.
- ☐ Inspect hands, objects, text and logos; add exact brand assets separately when needed.
- ☐ Confirm usage rights, privacy, accessibility and suitability for the intended publication.

07 Save approved assets and document the workflow

- ☐ Store the approved output, master reference, prompt, model/version and available settings together.
- ☐ Record any corrections and the approval decision; keep rejected outputs separate.
- ☐ Share the approved visual library and style guide with the people creating future illustrations.

Approved asset filenames / storage location

Reviewer / approval date

Status / outstanding corrections

Notes / lessons for the next illustration