### Open

Click on the <u>File menu</u>, then **Open** (or use the *Open* tool on the <u>toolbar</u>.) A <u>dialog</u> allows you to open a file for use in <u>IrfanView</u>.

Use the *Look in* box to locate the file you want, or type a file name into *File Name*. *Files of type* lets you limit your choice, showing only the type of file you want (JPG, for instance.) The default is *Common IrfanView Files* (Windows can't display at same time all file types supported by IrfanView).

If you check *Preview active*, a single click on an <u>image</u> filename will display a small version. Another click brings the file into the viewer. You can also double click the filename.

If multiple images are in the file, as with icons, a small dialog box will allow you to choose one. Single click the names for a preview. Click accept when you find the one you want.

To close without opening a file, click *Cancel*. Another way to close is to click the *X* in the upper right corner.

After the opening, you will see an image or you will get an error message, if the file type is unsupported by IrfanView.

If you open a large image, you can use scrollbars to see all parts of the image. **Scrolling** is possible with the arrow keys and with the page up/down, home/end keys. Scrolling is also possible with the right mouse button: press the right mouse button and move the mouse arround.

See also: <u>Reopen</u> <u>Open with external editor</u>

## Thumbnails

<u>Open</u> an <u>image</u> from a selected directory in the viewer. Click the <u>File menu</u>, then **Thumbnails.** A box will open and fill with thumbnails of the images in the directory.

On the left side is a tree view with drives and directories.

Double click any <u>thumbnail</u> to open that image in the viewer. If you change directories by opening another image, the thumbnail display will show those images.

To close the display, click *Exit* on the display's menu bar or press *ESC*.

#### File:

Copy selected files: allows you to copy all selected thumbs (files) to another directory.

Move selected files: allows you to move all selected thumbs (files) to another directory.

Delete selected files: allows you to delete all selected thumbs (files).

*Start slideshow with selected thumbs*: Click to start slideshow with all selected thumbs (files) and current <u>slideshow</u> settings.

*Create contact sheet*: allows you to create a large image (contact sheet or catalog) with all selected thumbs (files). A <u>dialog</u> appears and you can choose the options for the result image.

**Save selected thumbs as an image**. Click to have your selected thumbs made into a single image and saved. A dialog lets you choose the directory to save the image in. Images are selected by clicking on each thumb, while holding down the **CTRL** key, or by using the Select All option (see above.)

*Save selected thumbs as HTML file.* Click to make a page of thumbs that can be used in a web browser, or at an internet website. A dialog lets you choose some HTML options and the directory to save the file in. Images are selected by clicking on each thumb, while holding down the *CTRL* key, or by using the *Select All* option (see above.)

**Save selected thumbs as single images.** Click to have chosen thumbs made into images and saved individually. A dialog lets you choose the directory to save them in. Images are selected by clicking on each thumb, while holding down the **CTRL** key, or by using the Select All option (see above.)

*Print selected thumbs as single images.* Click to print all selected images (batch printing). Images are selected by clicking on each thumb, while holding down the *CTRL* key, or by using the *Select All* option (see above.)

**Send selected thumbs by EMail.** Click to send all selected images by EMail (<u>PlugIn</u> required). Images are selected by clicking on each thumb, while holding down the **CTRL** key, or by using the Select All option (see above.)

**Open with external editor.** Click to have an alternate viewing or editing program opened, with the image connected to the current thumbnail displayed in it. To use this option, you must first set up an <u>external</u>

editor.

#### **Options:**

*Save current size/postion* will save the actual size/position of the Thumbnail window. You can resize/move the Thumbnail window manually with mouse.

Select All highlights all the thumbs for saving them as files (below.)

**Set thumbnail options** lets you control the size and quality of the thumbnails. Click it to open a dialog box. The first option is **Use Resample instead of Resize for creating thumbnails.** Click the <u>check-box</u> to have better quality thumbnails displayed. This may take longer for the images to appear. The next option is **Thumbnail size**. Click one of the option buttons to set a size for the thumbnails. The default is 80 x 80 pixels.

You can also set the **color/border** options for thumbnails and the **background color** for the thumbnail window.

You can **Set the number of the MRUDs**. If you want to clear the MRUD list, press the **Clear MRUDs** button.

When done making your choices, click **OK** to exit. Click **Cancel** to exit without making any changes.

#### View:

*Directory tree* will hide/show the directory tree on the left side of thumbnail window. *Most recently used directories* will hide/show the box with last used directories on the top side of thumbnail window.

### Slideshow

Click on the <u>File menu</u>, select **Slideshow.** A <u>dialog</u> allows you to select a directory from which the files will be taken. Use **Look in** and **File name** to narrow the search; use **Files of type** to limit the search to one type of file, such as <u>JPG</u>.

Click the file names you want to use. If you have a range of files to choose, click the first. Move the mouse to the last file in the group, hold down the *Shift* key on the keyboard, and click. To choose individual files, hold down the *Ctrl* key and click each file name with the mouse. Click the *Add* button. Click the *Add all* button to select every <u>image</u> in the directory. *Remove* and *Remove all* take files back out.

Click the **Advanced** button to choose a sort order by *name, date, size,* or <u>extension</u>. Files may be sorted in *ascending* or *descending* order. To remove a sort, click the **No sort** <u>option button</u>. Click **Stop Slideshow and close IrfanView after the last image** if you want to close IrfanView after the slideshow. Click **OK** to close the dialog. To exit without making changes, click the **Cancel** button.

There are several options for slideshow. If there is a check-mark in the box, the option is "on." Unchecked means "off." Click *Loop* to cause Slideshow to play continuously. The next option is **Suppress errors during slideshow**. Next is **Show image filename**; click this to display the name of the image as it appears on screen. The final option is **Hide mouse cursor**; click to make the mouse cursor "invisible" while the slideshow is playing. The next option is **Don't display same image again (if random slideshow)**; no repeats in the random slideshow.

There are settings for how long each image will be shown; click the option button of your choice. The top option plays the next image automatically after a number of seconds; type a number into the box to change the timing. The second option will cause the viewer to wait until you touch a key on the keyboard or move the mouse before displaying the next image. The third option plays a randomly chosen image after the specified time; the fourth plays a random image after you touch a key or the mouse.

Click the **Play** button to begin the slideshow.

Slideshows can be saved for future use. When you choose the images and begin playing a show, **<u>IrfanView</u>** creates a file named:

#### Slideshow.lst

which is placed in the <u>IrfanView</u> directory on your disk drive. This may be loaded back into the viewer and used again. Click *Load from TXT file,* and a dialog like the <u>Open</u> dialog from the <u>File menu</u> appears. Find the file you want to use and click *Open* to load it. Click *Save as TXT file,* and a dialog like <u>Save As</u> appears. Give your slideshow a name, and click *Save* to have it stored on the disk drive.

Slideshows can be created outside of <u>IrfanView</u>, then loaded once you open the viewer. Use a text editor that stores its files as plain text, such as *Windows Notepad*. The file only contains the name of each image to be played in the slideshow, each on a separate line in the file. Each must include the complete path where the image will be found on your hard drive. It will look something like this:

#### C:\Images\myimage.JPG

Create the file and store it on your disk. When you start <u>IrfanView</u>, open the Slideshow dialog, and use the *Load from TXT file* button to start your show. Shows can also be played from outside the viewer,

#### using a Command Line Option.

When you are done click *Close.* You may also click this before the slideshow starts. Another way to exit is to click the *X* in the upper right corner.

How to pause an automatic slideshow? Just press the *Pause* key. Press the pause key again to restart the slideshow.

### **Batch Conversion/Rename**

Click on the <u>File menu</u>, select **Batch Conversion/Rename**. A <u>dialog</u> allows you to select a directory from which the files will be taken. Use **Look in**, **File name**, and **Files of type** to limit the search.

Select the output directory at bottom right. If you don't have the full path for this directory, click the **Browse** button to find it. When you have selected a directory with **Browse**, find a directory and click the **OK** button.

You can set the current directory as output directory if you press the Use this directory as output button.

If you want to include all images from sub-directories, check the *Include subdirectories* option.

#### **Batch Conversion:**

Select the *Output Format* at bottom left. This works just like <u>Save</u> and <u>Save As</u>. The *Options* button lets you choose various operations to perform, also just like their *Save* and *Save As* versions.

Use the *Advanced Options* button to apply many special operations to the images during conversion. These options are much like their versions on the <u>Image menu</u>. The options are:

#### Crop, Resize, Change color depth, Horizontal flip, Vertical flip, Rotate left, Rotate right, Convert to greyscale, Negative, Sharpen, Gamma Correction, Contrast, and Brightness.

#### **Batch Rename:**

You can rename original/input files or you can copy/move original files to output directory and rename the files in the output directory. For renaming, you can generate a name pattern for new names and the starting index for numbers.

Check those you want to use, then click OK. To exit without making any selections, click Cancel.

Select the files you want to convert by clicking their names. For a large range of files: click the first name, move the mouse to the last file in the group, hold down the *Shift* key, and click. To choose individual files, hold down the *Ctrl* key and click each name.

Click the *Add* button to add the (selected) files that will be converted. Click the *Add all* button to select every <u>image</u> in the directory with the <u>extension</u> choosen in *Files of type*. *Remove* and *Remove all* take chosen files back out.

Click the *Start* button to begin. A box shows the progress of the conversion. If you need to halt, click the *Stop* button. When the process is done, click *Exit* to close the dialog.

File conversion may also be performed from outside IrfanView, using a Command Line Option.

When you are finished converting files, click *Cancel* to exit. Another way of exiting is to click the *X* in the upper right corner.

## Rename

Click on the <u>File menu</u>, select **Rename File.** A <u>dialog</u> opens; type in a new name for the file and click **OK**. The filename will be changed, both in the viewer and on the hard drive (or other source.) To exit without making a change, click **Cancel**.

While renaming the file, you can also move it to a new location: type in the full path name of the new directory, followed by the name of the <u>image</u>. The name will be changed, and the image will be put in the new directory (This may also be done without changing the name; just type in the path with the old name).

### Move

Click on the <u>File menu</u>, then *Move File.* The file in the viewer will be moved to another directory on your hard drive (or other media.)

For this function to work, first set up a <u>default directory</u> for *Move*.

The **Move dialog** offer 5 different directories as destinations.

See also:

Properties: Copy/MoveDelete options

# Copy (File menu)

Click on the <u>File menu</u>, select **Copy File**. The file in the viewer will be copied to another directory on your hard drive (or other media.)

For this function to work, first set up a <u>default directory</u> for *Copy*.

The **Copy dialog** offer 5 different directories as destinations.

See also:

Properties: Copy/MoveDelete options

# **Delete (File Menu)**

Click on the <u>File menu</u>, select **Delete File**. The file in the viewer is removed from your hard drive (or other source.) Be sure you want this, as the file is immediately removed.

If you delete a file by accident, just resave the image.

There is also a <u>Delete</u> option on the <u>Edit menu</u>: this only removes the file from the viewer (memory), it doesn't affect the file on your hard drive.

See also:

Properties: Copy/MoveDelete options

### Save

Click on the File menu, then Save.

Allows you to save your file to disk. Use *Save in* and *File name* to find the directory where you want the file saved.

To save the file as a different type, use **Save as type**. Click the arrow and a list of file types drops down. Move the cursor to the one you want and click again. When you save, the file will be converted to this new type.

Clicking the *Options* button brings up special options for some file types. There are five tabs: <u>JPEG/GIF</u>, <u>LDF</u>, <u>LWF</u>, <u>PNM</u> and <u>TIFF</u>

Click Save to send the file to your disk drive. Click Cancel to exit without saving.

Note that *Save* comes up in the last directory from which you loaded an image; <u>Save As</u> comes up in the last directory in which you saved a file.

See also: Save As

### **Print**

On the <u>File menu</u>, click *Print*. This will bring up the Windows print <u>dialog</u>, from which you finish printing as usual. Remember to check the box for *Portrait* or *Landscape* orientation.

A dialog appears with options for printing an <u>image</u>. A preview shows how the image would look printed in *Portrait* or *Landscape* orientation.

Option buttons select how the image will print. **Best Fit** puts the image on the page as large as it can, without altering the dimensions. **Stretch to Page** fills the print area, even if it has to re-size one dimension.

*Custom* allows you to print the image with specific size. Type in the desired change: width, height and left/top margin in cm or inches.

*Scale* fits the image on the page. Type in the desired change; 1.00 is normal size; 2.00 is twice as large in that dimension.

Click Center on Page to have the image printed in the center of the paper.

You can print the file name of the image or its path as *head*- and/or *footnote*.

Select options, then click Print.

Click **Cancel** to exit the *Print dialog* without printing, or when the job is done.

# **Select TWAIN Source**

Click on the <u>File menu</u>, then **Select TWAIN Source**.

Allows you to choose from the scanners, or any other TWAIN compatible device (digital camera, TV card etc.), installed on your computer (if more than one is available).

Click the name of the device you want to use, then the *Select* button. To exit without making a selection, click *Cancel*.

See also: Acquire

# Acquire

Click on the File menu, click Acquire.

The program that runs your scanner, or any other TWAIN compatible device (digital camera, TV card etc.), will appear. Follow the steps given in your scanner's manual for scanning an <u>image</u>.

When finished, the image will be placed into IrfanView.

See also: Select TWAIN Source

### Exit

There are several ways to exit the program:

On the main window, press the *ESC* key on your keyboard. The program will close immediately. (If you're in any of the menus or <u>dialog</u> boxes, *ESC* will back out of that window. Press it again to exit.)

From the <u>File menu</u>, you can press the *E* key, to close <u>IrfanView</u>. When using the mouse, just click the *EXIT* option to close the viewer.

Click the logo in the upper left corner of the program window to bring up the standard Windows control box. Click the *Close* option.

Click the **X** box in the upper right corner of the program window. This will also close the program.

**Note:** <u>IrfanView</u> doesn't ask if you are sure you want to exit - it closes right away. Be sure you've saved any work you want to keep.

### **MRUDs**

On the <u>File menu</u>, point the mouse at **MRUDs** (most recently used directories). A <u>sub-menu</u> appears showing the most recently used directories. Click one, and the <u>Open dialog</u> appears, already in the chosen directory. From there you can open any file in the directory.

The *MRUDs* list can be erased using a button on the <u>Others 1</u> tab, located in the <u>Properties</u> box, on the <u>Options menu</u>.

# Reopen

Click on the  $\underline{File menu}$ , select **Reopen** to bring in, again, the last file you opened.

If more than one <u>image</u> is involved, *Reopen* will let you select from them again.

See also:

<u>Open</u> <u>Open with external editor</u>

## Save As

Click on the File menu, select Save As (or use the Save As tool on the toolbar.)

Saves your file to disk. Use Save in and File name to find the directory where you want the file saved.

To save as a different type, use *Save as type*. Click the arrow and a list of file types drops down. Move the cursor to the one you want and click again. When you save, the file will be converted to this new type.

Clicking the *Options* button brings up special options for some file types. There are five tabs: <u>JPEG/GIF</u>, <u>LDF</u>, <u>LWF</u>, <u>PNM</u> and <u>TIFF</u>.

Click Save to send the file to your disk drive. To exit without saving, click Cancel.

Note that **Save As** comes up in the last directory in which you saved a file. <u>Save</u> comes up in the last directory from which you loaded an <u>image</u>

See also: Save

## Undo

Click on the Edit menu, select Undo (or use the Undo tool on the toolbar.)

"Backs up" from the last action you took. *Undo* will take back many functions of <u>IrfanView</u>. Only one function may be undone; the viewer does not save them up. You can disable this option in <u>Others 1</u> tab in the *Properties* <u>dialog</u>.

Functions supported by *Undo* are: <u>3-D Button</u>, <u>Blur</u>, <u>Enhance colors</u>, <u>Convert to Greyscale</u>, <u>Crop</u>, <u>Cut</u>, <u>Decrease Color Depth</u>, <u>Edge Detection</u>, <u>Emboss</u>, <u>Explosion</u>, <u>Fine Rotation</u>, <u>Increase Color</u> <u>Depth</u>, <u>Median Filter</u>, <u>Negative</u>, <u>Oil Paint</u>, <u>Pixelize</u>, <u>Resize/Resample</u>, <u>Sharpen</u>.

## **Add Text**

Use the left mouse button to <u>outline</u> the area (selection) on the <u>image</u> where you want text to appear. Click the <u>Edit menu</u>, then *Add Text.* A <u>dialog</u> box will open.

How to make a *selection*? Just press the left mouse button and move the mouse. You will see the selection rectangle. If you click on the image again, the selection rectangle will be deleted and the selection is not more active.

In the *Text box* on the left, type in the text you want to put on the image.

Use the *Choose Font* button to change the size, style, color, etc., of the text. The name of the selected font is shown under the Text box.

Uncheck the *Text is transparent* box to choose a background color. The highlighted area will change to that color, with the text inside. The small box above the button shows the selected background color.

Click the *OK* button to add the text to your image. To close the dialog without adding any text, click the *Cancel* button.

Add text may be reversed with the Edit menu's Undo command.

### Cut

Use the left mouse button to <u>outline</u> the area (selection), click on the <u>Edit menu</u>, then **Cut** (or use the *Cut* tool on the <u>toolbar</u>.)

#### **Cut - selection**

The area inside the outline will be removed from the <u>image</u>. The cut portion is placed on the *Windows Clipboard*, and may be pasted in elsewhere.

#### **Cut - leave selection**

The area outside the outline will be removed from the image.

This action may be reversed with the Edit Menu's Undo command.

See also: Paste

## Crop

Use the left mouse button to outline the area (selection), click on the Edit menu, then Crop.

The area outside the outline will be thrown away, only the inside will be left.

Use this to eliminate unwanted space (usually blank space) from an <u>image</u>. It can also center a badly composed photo.

Use with Resample (<u>Image menu</u>,) to eliminate background "noise", and often have the same sized image when you finish.

This action may be reversed with the <u>Edit Menu</u>'s <u>Undo</u> command.

# Copy (Edit menu)

Use the left mouse button to <u>outline</u> the area (selection), click on the <u>Edit menu</u>, select **Copy** (or use the *Copy* tool on the <u>toolbar</u>.)

The area inside the outline will be placed on the *Windows Clipboard*, and may be pasted in elsewhere.

If you don't select an area with the mouse, the entire image will be copied to the Windows Clipboard.

See also: <u>Paste</u>

### Paste

Click on the Edit menu, then Paste (or use the Paste tool on the toolbar.)

If you have an Edit <u>outline</u> around an area of the current <u>image</u>, an image stored on the <u>Windows</u> <u>Clipboard</u> will be pasted into your outline. The Clipboard image will be re-sized to fit the outline, and the rest of the image will stay as it was. This feature is very useful for editing images or portions of them.

If there is no Edit outline, an image on the Windows Clipboard will replace the entire image in the viewer.

See also: <u>Cut</u> <u>Copy (Edit menu)</u>

# **Delete (Edit menu)**

Click on the <u>Edit menu</u>, then **Delete**.

Removes the entire image from the viewer. This does not affect the image stored on your disk drive.

There is also a <u>Delete</u> option on the <u>File menu</u>; this one removes the file from your disk drive completely.

# **Clear Clipboard**

Click on the <u>Edit menu</u>, then *Clear Clipboard*.

Removes the contents of the Windows Clipboard.

## **File Menu**

The following options are available on the File Menu:

Open Reopen Open with external editor Open in HEX viewer

**Thumbnails** 

Slideshow Batch Conversion/Rename

Rename Move Copy File Delete File

<u>Save</u> Save As

<u>Print</u>

Select TWAIN Source Acquire Batch Scanning

<u>MRUDs</u>

<u>Exit</u>

# Edit Menu

The following options are available on the *Edit Menu*:

<u>Undo</u>

Add Text

Cut - selection Cut - leave selection

<u>Crop</u>

<u>Copy</u> <u>Paste</u> <u>Delete</u>

Clear Clipboard

# **Download/Contacting the Author**

The latest edition of IrfanView can be downloaded from the Internet at:

http://www.irfanview.com

or

http://www.ryansimmons.com/users/irfanview/

or

http://members.chello.at/irfan.skiljan/

The author of the program, Irfan Skiljan, can be E-mailed at:

irfan@linux.tuwien.ac.at

If you want to register the program with him (only \$10 US or DM 20) send your *cash* payment to:

Irfan Skiljan Postfach 6 2752 Woellersdorf Austria, Europe

### **IrfanView**

<u>IrfanView</u> is a compact, easy to use <u>image</u> viewer. More than that, you can also edit images directly in <u>IrfanView</u>, to produce a variety of effects. <u>IrfanView</u> was created by **Irfan Skiljan**.

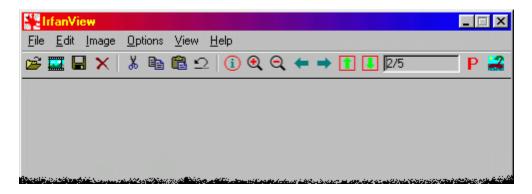
Open IrfanView by clicking its icon on the Windows Start Menu or double clicking the icon on your desktop.

Click on the <u>File menu</u>, then the <u>Open</u> option to get a file for use in the viewer. A <u>dialog</u> box will allow you to select the file you want. Click the **Preview active** box in the **Open dialog** to see small versions of images before opening them.

With an image in the viewer, you can manipulate it in a large number of ways. Most functions for changing an image are in the <u>Edit</u> and <u>Image</u> menus.

When you are finished with the image, Save it to your disk. Bring in another image, or Exit IrfanView.

#### Click on the image below to find out more about that function:



## **Supported File Formats**

These are the file formats supported by the current version of IrfanView:

<u>AIF</u><sup>1</sup>, ANI, AU<sup>1</sup>, AVI, BMP, CAM, CLP, CPT, CUR, DAT<sup>1</sup>, DCM/ACR, DCX, DIB, DJVU, EMF, EPS, FLI/FLC<sup>2</sup>, FPX, G3, GIF, ICL, ICO, IFF/LBM, IMG, JPG/JPEG, KDC, LDF, LWF, Mac PICT<sup>2</sup>, MED, MID, MOV<sup>12</sup>, MP3, MPG/MPEG<sup>1</sup>, NLM/NOL/NGG/NSL/OTB/GSM, PBM, PCX, PGM, PhotoCD, PNG, PPM, PSD, PSP, QTIF<sup>2</sup>, RAS/SUN, RealAudio, RLE, RMI, SFF, SFW, SGI/RGB, SWF, SND<sup>1</sup>, TGA, TIFF/TIF, WAV, WBMP, WMF, XBM, XPM

<sup>1</sup> *Microsoft's Media Player* program is required for these formats.

<sup>2</sup> Apple's QuickTime program is required for these formats.

Note: These formats are used as PlugIns: AVI, MP3, MPG, MID, WAV, SWF (Flash/Shockwave), FPX (FlashPix), LWF, LDF, KDC, MED, NLM/NOL/NGG/NSL/OTB/GSM, PCD (Photo CD, large resolutions), DJVU, Dicom/ACR, G3, RAS, BioRAD, Mosaic, XBM, XPM, GEM-IMG, SGI, WBMP, RA, RLE, SFF.

Direct download:

http://www.irfanview.com/plugins.html

# IrfanView Formats Overview:

Extension	Format name	Open	Save
AIF	Sound file, Audio Interchange Format	YES <sup>13</sup>	
ANI	Animated Cursor format for Microsoft Windows	YES	
AU, SND	Encoded Audio format used by Sun and NeXT machines	YES <sup>13</sup>	
AVI	Audio Video Interleaved: Microsoft's video format for Windows	YES	
BMP, DIB	Windows Bitmap	YES	YES
CAM	Casio digital camera file	YES (JPG version)	
CLP	Windows <u>clipboard</u> format	YES	

CPT	CorelDraw Photopaint image	YES (CPT version 6)	
CUR	Cursor Resource file format for Microsoft Windows	YES	
DAT	Video CD format	YES <sup>13</sup>	
DCM, ACR	Dicom/ACR file format for medical images	YES <sup>3</sup>	
DCX	Multipage PCX files format	YES	
DJVU, IW44	DejaVu format from AT&T	YES <sup>3</sup>	
EMF	Enhanced Metafile Format	YES	YES
EPS	Encapsulated PostScript	YES (TIF preview)	
FLI, FLC	Autodesk animation format	YES <sup>2</sup> <sup>3</sup>	
FPX	FlashPix format	YES <sup>3</sup>	
G3	Group 3 Facsimile Apparatus format	YES <sup>3</sup>	
GIF	Graphics Interchange Format	YES	YES
ICL, <u>EXE</u> , <u>DLL</u>	Icon Library formats	YES (icons)	
ICO	Windows Icon	YES	YES
IFF, LBM	Interchange File Format	YES	
IMG	GEM Raster image	YES <sup>3</sup>	
JPG, JPEG	Joint Photographic Experts Group	YES	YES
KDC	Kodak digital camera format	YES <sup>3</sup>	
LDF	LuraDocument Format	YES <sup>3</sup>	YES <sup>3</sup>
LWF	LuraWave Format	YES <sup>3</sup>	YES <sup>3</sup>
Mac PICT	Macintosh PICT format	YES <sup>2 3</sup>	
MED	MED/OctaMED sound format	YES <sup>3</sup>	
MID, RMI	Musical Instrument Digital Interface (MIDI)	YES <sup>3</sup>	
MOV	QuickTime Movie format	YES <sup>2 3</sup>	
MP3	MPEG audio layer 3 format	YES <sup>3</sup>	
MPG, MPEG	Moving Pictures Experts Group format	YES <sup>13</sup>	

NLM/NOL/NGG/OTB/GSM	Nokia/LogoManager files	YES <sup>3</sup>	
PBM	Portable Bitmap File format	YES	YES
PCX	PC Paintbrush format from ZSoft Corporation	YES	YES
PCD	Kodak Photo CD	YES	
PGM	Portable Greymap File format	YES	YES
PNG	Portable Network Graphics	YES	YES
PPM	Portable Pixelmap format	YES	YES
PSD	Adobe PhotoShop format	YES	
PSP	Paint Shop Pro file format	YES	
QTIF	QuickTime format	YES <sup>2</sup> <sup>3</sup>	
RAS, <u>SUN</u>	Sun Raster format	YES <sup>3</sup>	
RA	Real Audio sound format	YES <sup>3</sup>	
RLE	Utah RLE format	YES <sup>3</sup>	
SFF	Structured Fax File	YES <sup>3</sup>	
SFW	Seattle Film Works format	YES <sup>3</sup>	
SGI, RGB, RGBA	Silicon Graphics format	YES <sup>3</sup>	
SWF	Macromedia's Flash/Shockwave format	YES <sup>3</sup>	
TGA	Truevision Advanced Raster Graphics Adapter (TARGA)	YES	YES
TIE, TIEE	Tagged Image File Format	YES	YES
WAV	Windows audio file	YES <sup>3</sup>	
WBMP	WAP Bitmap format	YES <sup>3</sup>	
WMF	Windows Metafile format	YES	
XBM	X11 Bitmap	YES <sup>3</sup>	
XPM	X11 Pixmap	YES <sup>3</sup>	

Microsoft's Active Movie program is required for these formats.
 Apple's QuickTime program is required for these formats.

<sup>3</sup> *PlugIn* is required for these formats, see above for download.

# Image Menu

The following options are available on the Image Menu:

### Information

Create new image

Rotate Left Rotate Right Vertical Flip Horizontal Flip

Resize/Resample

<u>Count colors used</u> <u>Increase Color Depth</u> <u>Decrease Color Depth</u>

Convert to Greyscale Negative Enhance colors

<u>Sharpen</u> <u>Effects</u>

Swap Colors Palette

### Information

Click on the <u>Image menu</u>, then *Information* (or use the *Information* tool on the <u>toolbar</u>.) A box opens with the following about the image:

File name Directory name Copmression method (and DPIs if available) Original size (Width/Height in pixels) Current size (Width/Height in pixels) Original colors (color depth, BitsPerPixel) Current Colors (color depth, BitsPerPixel) File disk size (in KB) Image memory size (in KB, decompressed) Current directory index File date/time Loaded in (time to load image)

If you load a <u>JPG</u> image with EXIF information, the button '*EXIFinfo*' is visible and <u>IrfanView</u> shows you EXIF information.

When you are viewing a photo in JPG format with Exif photo information, click on Image Information and an IrfanView Image Properties window opens, in the lower left hand corner you will see button marked "*EXIF info*", click on the button and another window will open to display all the exposure information pertaining to the photo you are viewing.

Click your mouse on the name of the file and use your cursor up and down keys to scroll through the information. You will find the date, time, image size, lens aperture opening, zoom lens setting, quality mode, shutter speed, use of flash, ISO speed of CCD setting sensitivity, make and model of camera. This information is in text (.txt) format. You can select the text info copy it to <u>clipboard</u> so that you can paste it into a word processing program so you can print it or save into the same directory where your photo images are stored for future reference.

Note: EXIF component is stored in the EXIF-plugin, please install!

If you load a JPG image with IPTC information, the button '*IPTC info*' is visible and <u>IrfanView</u> shows you IPTC information.

Note: IPTC component is stored in the IPTC-plugin, please install!

If you load a JPG image with comment information, the button '*JPG Comment*' is visible and <u>IrfanView</u> shows you the comment.

When you are viewing a photo in JPG, <u>GIF</u>, <u>PNG</u> format with NCC (www.netcybercards.com) photo information, click on Image Information and an IrfanView Image Properties window opens, in the lower right hand corner you will see button marked "*NCC info*", click on the button and another window will open to display all the exposure information pertaining to the photo you are viewing.

Note: NCC component is stored in the <u>NCC</u>-plugin, please install!

Click the *OK* button when you are done viewing the information.

## **Rotate Left**

Click on the <u>Image menu</u>, then *Rotate Left.* The <u>image</u> will turn 90 degrees; the top of the image will move towards the left.

See also:

<u>Rotate Right</u> <u>Vertical Flip</u> <u>Horizontal Flip</u> <u>FineRotation</u>

# **Rotate Right**

Click on the <u>Image menu</u>, then *Rotate Right*. The <u>image</u> will turn 90 degrees; the top of the image will move towards the right.

See also:

Rotate Left Vertical Flip Horizontal Flip FineRotation

# **Vertical Flip**

Click on the <u>Image menu</u>, then **Vertical Flip.** The <u>image</u> will turn upside-down. The left/right orientation will stay the same.

See also:

Horizontal Flip Rotate Left Rotate Right Fine Rotation

# **Horizontal Flip**

Click on the <u>Image menu</u>, then *Horizontal Flip*. The <u>image</u> will turn side-to-side, as in a mirror.

See also:

Vertical Flip Rotate Left Rotate Right Fine Rotation

### **Resize/Resample**

Click on the <u>Image Menu</u>, then **Resize/Resample**. A <u>dialog</u> allows you to choose the new size for the image; some **Resample filter** can be used if you are enlarging the <u>image</u>.

There are several built in choices, or you can type over the old numbers. The first number is width, the second height, both in pixels. Leave the *Preserve aspect ratio* box checked, type in one number and the other will be calculated for you.

Resampling an image often improves its quality, especially when enlarging it. Enlarging without resampling can result in a blurry image.

Click **OK** to resize the image. This action can be reversed by the <u>Edit menu's Undo</u> command.

See also: Image Menu

# **Increase Color Depth**

Click on the <u>Image menu</u>, then select *Increase Color Depth.* A <u>dialog</u> shows the possible color depths. Select one.

Click **OK** to make the change. This action can be reversed by the <u>Edit menu</u>'s <u>Undo</u> command.

See also:

Decrease Color Depth

# **Decrease Color Depth**

Click on the <u>Image menu</u>, then select *Decrease Color Depth.* A <u>dialog</u> shows the possible color depths. Select one.

Click **OK** to make the change. This action can be reversed by the <u>Edit menu</u>'s <u>Undo</u> command.

See also:

Increase Color Depth

# **Convert to Greyscale**

Click on the <u>Image menu</u>, then select **Convert to Greyscale**.

*Greyscale* (or <u>grayscale</u>) is actually a color mode, like RGB. It contains more information about the photo than Black and White. Converting from color to <u>greyscale</u> will usually give a better effect than from color to black and white.

This action can be reversed by the Edit menu's Undo command.

# Negative

Click on the <u>Image menu</u>, then select **Negative.** The <u>image</u> is converted to a reversed color version of the original.

This action can be reversed by the <u>Edit menu</u>'s <u>Undo</u> command.

## **Enhance colors**

Click on the <u>Image menu</u>, then **Enhance colors.** A <u>dialog</u> appears with a slider controls. Move the setting up or down, for more or less brightness / contrast / gamma / RGB.

You'll see the <u>image</u> change as you move the control. When you are satisfied, click *OK*. To quit without changing the image, click *Cancel*.

This action can be reversed by the Edit menu's Undo command.

# Sharpen

Click on the <u>Image menu</u>, then **Sharpen**. The sharpness of the <u>image</u> can be set using <u>Effects setup</u>. This action can be reversed by the <u>Edit menu</u>'s <u>Undo</u> command.

### Effects

Click on the <u>Image Menu</u>, then point the mouse at *Effects* to access these options.

Note: All of these effects (except <u>Filter Factory</u>) can be used on a smaller portion (selection) of an <u>image</u>, as well as the entire image.

#### The Effects possible are:

#### **3D Button**

Click on the Image Menu, point the mouse at Effects, and click 3D Button.

Gives the image a beveled edge look, with the center raised. The size of the border can be changed using <u>Effects setup</u>.

This action can be reversed with the Edit menu's Undo command.

#### Blur

Click on the Image Menu, point the mouse at Effects, and click Blur.

Softens the image, creating a blurry or fuzzy look. The amount of blur can be changed using <u>Effects</u> <u>setup</u>.

This action can be reversed with the Edit menu's Undo command.

#### **Emboss**

Click on the Image Menu, point the mouse at Effects, and click Emboss.

Turns the background grey and gives the image an engraved appearance.

This action can be reversed with the Edit menu's Undo command.

#### **Oil Paint**

Click on the Image Menu, point the mouse at Effects, and click Oil Paint.

Creates a textured effect, such as that seen in an oil painting. The amount of texture can be changed using <u>Effects setup</u>.

This action can be reversed with the Edit menu's Undo command.

#### **Edge Detection**

Click on the Image Menu, point the mouse at *Effects*, and click *Edge Detection*.

Finds the main lines in an image and replaces their color with the opposite color, at the same time most fill colors are darkened, making them like a background. The image takes on a "painted on velvet" appearance. This effect needs a color depth of 256 or less to work properly.

This action can be reversed with the Edit menu's Undo command.

#### **Median Filter**

Click on the Image Menu, point the mouse at Effects, and click Median Filter.

Causes a group of pixels to have the brightness of the "average" <u>pixel</u> in that group. In most cases, this has a "smoothing" effect on the area being filtered. The amount of <u>filter</u> can be changed using <u>Effects</u> <u>setup</u>.

This action can be reversed with the Edit menu's Undo command.

#### **Explosion**

Click on the <u>Image Menu</u>, point the mouse at *Effects*, and click *Explosion*.

Breaks up the image, as if the darker pixels exploded. The amount of *Explosion* can be changed using <u>Effects setup</u>.

This action can be reversed with the Edit menu's Undo command.

#### **Pixelize**

Click on the Image Menu, point the mouse at Effects, and click Pixelize.

Breaks the image into a coarse version of itself, as if it were made up of oversized pixels. The amount can be changed using <u>Effects setup</u>.

This action can be reversed with the Edit menu's Undo command.

#### **Fine Rotation**

Click on the Image Menu, point the mouse at Effects, and click Fine Rotation.

Turns the image to the left or right. The degree of rotation can be changed using Effects setup.

See also: <u>Rotate Left</u>, <u>Rotate Right</u>.

This action can be reversed with the Edit menu's Undo command.

#### Other menu options:

<u>Setup</u>

Click on the <u>Image Menu</u>, then click **Setup**. Opens a <u>dialog</u> from which you can change many of the *Effects* settings.

#### **Filter Factory**

Click on the <u>Image Menu</u>, then click <u>Filter Factory</u>. Opens a dialog from which you can perform many other *Effects*.

#### **Filters Unlimited**

Click on the Image Menu, then click Filters Unlimited. For this feature, you must first install the Filters

<u>Unlimited - PlugIn</u> and download some filters from www.icnet.de.

### **Swap Colors**

Click on the <u>Image menu</u>, then point the mouse at **Swap Colors**. A submenu allows you to select one of the color combinations to change the <u>image</u>.

This command operates at the <u>pixel</u> level, changing the color of all, or most, depending on which combination you select.

Example: if you choose *RGB* -> *RBG*, the pixels that are green will be made blue, and the blue pixels will be made green. (In this combination the red pixels stay the same.)

The possible swaps are:

RGB -> RBG RGB -> BGR RGB -> BRG RGB -> GRB RGB -> GBR

### Palette

For images with 256 or fewer colors.

If you have a true color <u>image</u>, you can <u>decrease the color depth</u> in the <u>Image menu</u>.

#### **Edit Palette**

A <u>dialog</u> shows the colors at use in the image. Click any color for information about it. Double click to edit the color. Your changes will appear in the image. When you are satisfied, click **OK** to close the dialog.

This action can be reversed by the <u>Edit menu's Undo</u> command.

#### **Export Palette**

A dialog asks you for destination file/directory. The palette will be saved as **PAL**-File in **PaintShopPro** palette format.

### **Effects setup**

Click on the <u>Image Menu</u>, point the mouse at <u>Effects</u>, then click **Setup**. A <u>dialog</u> allows optional settings for many of the special effects.

To restore the default settings, click the **Default Settings** button at the bottom of the dialog.

When you are finished, click OK to close. To exit without any changes, click Cancel.

#### The settings are:

#### **Sharpen**

Enter a value (1-99) to control how deep the sharpen effect is; higher numbers sharpen the <u>image</u> more; the default is 30.

#### Oil Paint

Enter an odd number (3, 5, 7 or 9) to control how coarse the oil paint effect is; higher numbers produce a more streaked effect; the default is 3; higher settings take longer to finish.

#### **Explosion**

Enter two values to control the mask value for explosion; this sets how coarse the explosion effect will be; higher numbers produce a more coarse effect; the default is 3 x 3; higher settings take longer to finish.

#### Fine Rotation

Enter a value to control how far the image is rotated; positive numbers (e.g. 30) rotate the image to the right, negative (e.g. -30) rotate the image to the left; higher numbers rotate the image farther; the default is 45. If you click the *Clear background* <u>check-box</u> below, the area where the image was is blanked out, then the rotated image is placed over it; otherwise, the rotated image is placed on top of the existing image; the default is unchecked (no clear.)

#### <u>Blur</u>

Enter a value (1-99) to control how coarse the blur effect is; higher numbers produce a wider blur; the default is 30.

#### Median Filter

Enter an odd number (3, 5, 7 or 9) to control how coarse the median <u>filter</u> effect is; higher numbers cause the pixels to become more alike in brightness (most areas will appear "softer"); the default is 3; higher settings take longer to finish.

#### **Pixelize**

Enter two values to control the mask value for pixelize; this amount sets how coarse the <u>pixel</u> effect will be; higher numbers produce a more coarse effect; the default is 5 x 5; higher settings take longer to finish.

#### 3D Button

Enter two values to control the width and height of the border for 3D buttons. The settings are in pixels; 15 is the default.

### **Filter Factory**

Note: Filter Factory is used as PlugIn, download and install:

#### http://www.irfanview.com/plugins.html

Important note: IrfanView can'r read original Photoshop 8BF files, you must use 8BFs created with Filter Factory. You can find several such 8BFs under:

http://www.netins.net/showcase/wolf359/adobepc.htm

Click on the <u>Image Menu</u>, point the mouse at <u>Effects</u> and click *Filter Factory*. A <u>dialog</u> opens from which to control the <u>filter</u>.

*Parameters* sliders control the filter: these will cause the filter to act more, or less, on the <u>image</u>. Usually, moving the slider to the right increases the action, to the left decreases. *Default slider values* resets the sliders to whatever values were set by the author of the filter.

*Filter Groups* help you keep track of them. The display shows the names of all groups available for use. You can add groups to the list, or remove them.

*Filters* displays the names of the filters in the selected group. You can add filters to the list. Click one of the names to see that filter. The preview image shows what the image will look like if you apply the filter. To use the filter, click *Apply to image.* This can be reversed using the *Undo* button or by the <u>Edit menu</u>'s <u>Undo</u> command.

Add filter makes more filters available. A dialog box allows you to find the directory in which your filters are stored. Click the **Use dir** button. All of the filter groups in that directory will be added to the list. Click **Cancel** to exit without changes. **Remove filter** removes the selected filter from the list. To remove filters in larger numbers, use **Remove group**, or **Remove all groups**. Removing a filter does not remove it from your hard drive, only from this list.

*Filter info* displays the filename, filter name, author name, and copyright information for a selected filter. When you are done reading the info, click *OK*.

*Thanks to...* shows a message of thanks to **Michael Johannhanwahr** for Library provided for use with <u>IrfanView</u>.

When you have finished using the filters, click Exit.

# **Options Menu**

The following options are available on the **Options Menu**:

Properties

Start Multimedia Player

Stop Animation Extract all frames

Send image by EMail

JPG Transformation

Capture

Sort directory files Set as Wallpaper

<u>Minimize</u> <u>Always on Top</u>

# **Properties**

Click on the <u>Options Menu</u>, then **Properties** (or use the **Properties** tool on the <u>toolbar</u>.) A <u>dialog</u> allows you to change many of the basic functions of <u>IrfanView</u>.

Click one of the <u>tabs</u> to see the properties in that section. They are:

<u>JPEG/PCD/GIF</u>, <u>Extensions</u>, <u>Copy/Move/Delete</u>, <u>Viewing</u>, <u>Language</u>, <u>Video/Sound</u>, <u>Other Options 1</u>, <u>Other Options 2</u>.

# **Stop Animation**

Click on the Options Menu, then click **Stop Animation** to perform this action.

This is used to "freeze" animated GIFs or animated cursors, ANIs. The motion stops, and the GIF/ANI is made a single <u>image</u>. It can be saved as a non-animated image.

If you want to save all the frames, use Extract all frames.

### **Extract all frames**

Click on the <u>Options Menu</u>, then **Extract All Frames**. A <u>dialog</u> allows you to select the directory in which the frames will be stored. Find the directory you want, then click *Use Dir* to have the images stored there. Click **Cancel** to abort the change. This option is available for *animated GIFs* and *animated cursors (ANI)* images.

To extract <u>AVI</u> video frames you need the external **IV\_Player.exe** plugin installed & enabled with <u>Properties->Video</u>.

The frames from the image are placed into the directory with names like this:

#### imagename\_frame\_000.bmp

where imagename is the name of the original image, and 000 is the number of the frame. The frames are stored as *bitmap* (BMP) files.

**Required**. To continue, click **OK**. To exit without extracting the frames, click **Cancel**.

### Capture

Click on the Options Menu, then Capture. A dialog allows you to capture portions of your screen.

#### Capture - Area:

Use the option buttons to capture from your *Whole screen, a Foreground window,* or a *Foreground window - client area* (window without caption, menu and status bar).

#### **Capture - Method:**

You can capture with a self-defined *hotkey* or use the automatic capturing. For *automatic capturing* set a timer value. The value will be the number of seconds apart the viewer will take "snapshots" of the screen or window. One hotkey is valid for the duration of current <u>IrfanView</u> session.

#### Saving - Method:

You can display each captured <u>image</u> in the main window or you can save to disk. If you use save to disk, you can set:

- Destination directory for images. Type in a directory path, or use the Browse button to find the directory you want to use.
- **Save as** box lets you choose which image format will be used to store the screens on your disk drive. Click the arrow and select one of the formats to change from the default <u>JPG</u>. The **Options** button brings up another dialog box with <u>special options</u> for certain file types.

#### **Capture - Options:**

If you want to see the mouse cursor in your screenshot image, check *Include mouse cursor* option.

Click Start to start capturing or Cancel to exit.

Note: Click Options, then Capture again to stop any eventually started capture timer.

# Sort directory files

Click on the <u>Options Menu</u> and point at **Sort Directory Files**. A <u>sub-menu</u> appears with the choices by **Name**, by Date, by Size, and by *Extension*. These are available in either *ascending* or *descending* order. The final choice is **No sort**. Click your choice.

When you activate any of the options that use the *space bar* to move forward and *backspace* to move backward through the files, such as <u>Full screen</u> mode, they will be in the order set by your sort option.

### Set as Wallpaper

Click on the <u>Options Menu</u> and point at **Set as Wallpaper.** A <u>sub-menu</u> appears with the choices **Centered**, **Tiled**, and **Previous wallpaper**. Choose one to have the current <u>image</u> made into a background for your *Windows* desktop.

**Centered** appears as just one image on the center of the screen. **Tiled** appears as multiple images, taking up the whole screen. (The desktop icons are on top of the wallpaper.) **Previous wallpaper** restores the image that was replaced by this operation.

## Minimize

Click on the <u>Options Menu</u>, then *Minimize* to <u>minimize</u> the viewer to the Windows <u>task bar</u> (the 'Boss'-key ;-).

Click the IrfanView button on the task bar to restore the viewer to use.

Another way to minimize is to click the minimize box in the upper right corner of the viewer window. It looks much like the underline (\_) character.

# **Always on Top**

Click on the Options Menu, then Always on Top.

IrfanView will always be visible on your screen, even when you open other programs. This can be removed by clicking *Always on Top* again.

Note: this option will be saved and restored after next IrfanView start.

### **View Menu**

The following options are available on the View Menu:

<u>Toolbar</u> <u>Status bar</u>

Full screen

<u>Fit window to image</u> <u>Fit image to window</u> <u>Fit only big images to window</u> <u>Fit window/image to desktop</u> <u>Fit only big images to desktop</u> <u>Do not fit anything</u>

Next File in Directory Previous File in Directory First File in Directory Last File in Directory Random File in Directory Refresh Start/Stop automatic viewing

Zoom In Zoom Out Lock Zoom Original size

Show HEX view

Multipage images

## Toolbar

The toolbar allows quick access to some of the most useful features of IrfanView.

Turn the toolbar on by using the <u>View Menu</u>, and selecting the **Toolbar** option. Turn the bar off by again clicking on **View** and **Toolbar**. There is an <u>image</u> of the <u>Toolbar</u> here.

#### The toolbar contains:

Open, Slideshow, Save As, Delete

Cut selection, Copy, Paste, Undo

Image Information

Zoom In, Zoom Out, Previous File in Directory, Next File in Directory

Previous page Next page

Directory Count Display

Properties, About IrfanView

### **Full screen**

Click on the <u>View Menu</u>, then *Full screen*. The <u>image</u> will be displayed centered on a black background, which fills the entire screen. Move through the images in the current directory using the spacebar for the next image, and backspace for previous.

To cancel *Fullscreen mode*, press the *Enter* key, or the *Esc* key.

Resizing for Fullscreen mode can be done with resampling, for better results in most cases. Click the <u>Options menu</u>, then <u>Properties</u>, then the <u>Viewing</u> tab. Click the <u>check-box</u> next to **Use 'Resample'** *function for 'Fit To Desktop' and Fullscreen mode*. To turn it off, click again.

Other options for Fullscreen mode can be set from the *Properties Viewing* tab. The first is a set of option buttons: *Show images/movies with the normal size, Fit to screen: large images/movies only*, and *Fit to screen: all images/movies*. Click the option of your choice.

You can also set the **background color** for the fullscreen window and text.

The next option is *Hide mouse cursor*. If you don't want the cursor onscreen in Fullscreen mode, click this. To return the mouse, click again.

The final option is **Show image filename**. Click this to display the filename of the current image during Fullscreen mode. Click again to turn off. Click the box below, **Show transparent**, to have the filename appear as a light color against the black background. Uncheck the box for the filename to appear as black text inside a white box.

### **Viewing options**

Note: only one of these options is active.

#### Fit window to image

The window will be resized to fit the image. This is the recommended viewing option.

#### Fit image to window

The image will be resized to fit the window.

#### Fit only big images to window

Click this to have the viewer reduce oversized images until they can be seen fully in the window. Images smaller than the window will not be changed.

#### Fit window/image to desktop

The window/image will be resized to fit the desktop size.

#### Fit only big images to desktop

Click this to have the viewer reduce oversized images until they can be seen fully on the desktop. Images smaller than the desktop will not be changed.

#### Do not fit anything

No change in window size/position if the user loads a new image.

### **Next File in Directory**

Click on the <u>View Menu</u>, then click **Next File in Directory** (or use the Next File tool on the <u>toolbar</u>.) The viewer displays the next supported file.

If the <u>image</u> does not have a vertical scrollbar at its right edge, you can also use the **Space** or **Page Down** key to move to the next file in the directory.

See also:

Previous File in Directory First File in Directory Last File in Directory Random File in Directory

### **Previous File in Directory**

Click on the <u>View Menu</u>, then click **Previous File in Directory** (or use the **Previous File** tool on the <u>toolbar</u>.) The viewer displays the previous supported file, in reverse sequence.

If the <u>image</u> does not have a vertical scrollbar at its right edge, you can use the **Backspace** or **Page Up** key to move to the previous file in the directory.

See also:

Next File in Directory First File in Directory Last File in Directory Random File in Directory

# **First File in Directory**

Click on the <u>View Menu</u>, then *First File in Directory*. The viewer displays the first supported file in the current directory.

See also:

Next File in Directory Previous File in Directory Last File in Directory Random File in Directory

# Last File in Directory

Click on the <u>View Menu</u>, then *Last File in Directory*. The viewer displays the final supported file in the current directory.

See also:

Next File in Directory Previous File in Directory First File in Directory Random File in Directory

# **Random File in Directory**

Click on the <u>View Menu</u>, then **Random File in Directory**. The viewer displays a random supported file from the current directory.

See also:

Next File in Directory Previous File in Directory First File in Directory Last File in Directory

# Refresh

Click on the <u>View Menu</u>, then click *Refresh.* The <u>image</u> onscreen will be updated.

The directory will be updated.

If you have an editing <u>outline</u> around an area of the image for, *Refresh* will remove it.

# Zoom In

Click on the <u>View Menu</u>, then **Zoom In** (or use the Zoom In tool on the <u>toolbar</u>.) Increases size of the <u>image</u>. Click again for more increase.

The amount of each increase can be set using *Zoom Factor* on the <u>Options menu</u>, <u>Properties</u> <u>dialog</u>, <u>Viewing</u> tab. The default is 10% increase per use.

# Zoom Out

Click on the <u>View Menu</u>, then **Zoom Out** (or use the Zoom Out tool on the <u>toolbar</u>.) Decreases size of the <u>image</u>. Click again for more decrease.

The amount of each decrease can be set using *Zoom Factor* on the <u>Options menu</u>, <u>Properties</u> <u>dialog</u>, <u>Viewing</u> tab. The default is 10% decrease per use.

# **Original size**

Click on the <u>View Menu</u>, then **Original Size**. Removes <u>Zoom In</u> or <u>Zoom Out</u>, returns <u>image</u> to its normal size.

### **Multipage images**

Note: This menu is activated only if you have an image with many pages! (some LDF/DCX/TIFF files)

Click on the <u>View Menu</u>, point at *Multipage images.* A <u>sub-menu</u> opens, with several options. to click. The options are:

### Create Multipage LDF

IrfanView can create LDFs with max. 6 images (pages) per LDF file. You can add/remove images to file list and set LDF save options for each (image) page. Set the destination directory/file and press the button *Create LDF image* or *Exit* to exit.

Note: LDF format is used as PlugIn, download and install:

#### http://www.irfanview.com/plugins.html

#### Create Multipage TIF

Check this option to create multipage TIF images. You can save each page with a different TIF compression. If you want to set same compression for all pages, set the compression before you add any image.

### Next Page

Click *Next Page* (or use the *Next Page* tool on the <u>toolbar</u>.) The viewer displays the next page in sequence.

#### Previous Page

Click *Previous Page* (or use the *Previous Page* tool on the <u>toolbar.</u>) The viewer displays the previous page in reverse sequence.

#### First Page

Click First Page. The viewer displays the beginning page of the image.

### Last Page

Click Last Page. The viewer displays the final page of the image.

### · Open Page Number ...

Click this menu and a dialog will be displayed. You can enter a page number to open.

#### Print all pages

Click Print all pages. The Print dialog may be used to send all pages of the image to your printer.

#### · Extract all pages

Click Extract all pages. A dialog allows you to select the directory in which the pages will be stored. Find the directory you want, then click **Use Dir** to store the pages there. Click **Cancel** to abort.

The pages from the image are placed into the directory with names like this:

### name\_irfanview\_extract\_000.bmp

where *name* is the name of the file and 000 is the number of the page. The pages are stored as bitmap (BMP) files.

### Start animation

Click this menu and choose the time intervall between the pages. The animation will be started.

• Stop animation Click this menu to stop the animation.

# Help Menu

The following options are available on the Help Menu:

<u>Help</u> Installed Plugins

<u>Thanks</u>

**Registration** 

<u>Info</u> <u>About IrfanView</u>

# Thanks

Click the <u>Help menu</u> and select *Thanks.* 

Displays a message of thanks from me, Irfan Skiljan, to all the users of IrfanView.

When done viewing the information, click OK.

# Registration

Click the <u>Help menu</u> and select *Registration*. A <u>dialog</u> allows you to enter your name and a registration code.

Although <u>IrfanView</u> is free for non-commercial use, it's best to register your copy. The small fee helps the <u>author</u> continue developing one of the best viewer on the WWW.

When done registering, click OK.

# Info

Click the <u>Help menu</u> and select *Info.* A <u>dialog</u> will explain who is allowed to use <u>IrfanView</u> for free, and where to send your registration fee.

Also explains where to send bug reports, and other messages to the <u>author</u>. Tells you where to find the <u>IrfanView</u> website.

When done viewing the information, click OK.

# **About IrfanView**

Click the <u>Help menu</u> and select *About* (or use the *About* tool on the <u>toolbar</u>.)

Gives the current version number of <u>IrfanView</u>, e-mail address for the <u>author</u>, and a photograph of his beautiful home town (worth a look, just for that.)

When done viewing the information, click on the bar that says "Click."

# Help

Click on the <u>Help menu</u>, then *Help*. This Help file (the one you are reading now) will appear.

The first version of this WinHelp file was written by **Steve Clark**, changes after <u>IrfanView</u> ver. 3.02 by Irfan.

This Help file was created with HelpWriter ver. 4.2.0.

Many many thanks Steve!

Irfan

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# **Command Line Options**

*Command line options* allow you to set some functions of <u>IrfanView</u> before the viewer is launched.

These command line options are supported in IrfanView:

/one	- force 'Only one instance'
/fs	- force Full Screen
/bf	<ul> <li>force 'Fit window/image to desktop'</li> </ul>
/title=text	- set window title to 'text'
/pos=(x,y)	- move the window to x,y
/convert=filename	- convert input file to 'filename'
/slideshow=txtfile	<ul> <li>play slideshow with the files from 'txtfile'</li> </ul>
/thumbs	- force thumbnails
/killmesoftly	<ul> <li>close all IrfanView instances</li> </ul>
/closeslideshow	- stop Slideshow and close IrfanView after the last image
/page=Nr	- open page number Nr from a multipage input image
/crop=(x,y,w,h)	- crop input image: x-start, y-start, width, height
/print	- print input image to default printer and close IrfanView
/resize=(w,h)	<ul> <li>resize input image to w (width) and h (height)</li> </ul>
/resample=(w,h)	<ul> <li>resample input image to w (width) and h (height)</li> </ul>
/capture	- <u>capture</u> the whole screen and show image in IrfanView

Note: Only lower case options are supported (don't type any UPPERCASE letters.)

### Examples:

i_view32.exe test.bmp /BF	= incorrect
i_view32.exe test.bmp /bf /title=My PIC	= correct

### Example for conversion:

i\_view32.exe c:\test.bmp /convert=c:\giftest.GIF

Convert file: 'c:\test.bmp' to 'c:\giftest.GIF' without GUI.

### Example for <u>slideshow</u>:

i\_view32.exe /slideshow=c:\mypics.txt

The file 'c:\mypics.txt' contains, in each line, a name of the image, including the full path.

### Example for thumbnails:

### i\_view32.exe c:\test\image1.jpg /thumbs

Open 'image1.jpg' and display thumbnails from directory 'c:\test'.

### Example for close:

i\_view32.exe /killmesoftly

Close IrfanView and terminate all instances.

#### Example for /closeslideshow:

i\_view32.exe /slideshow=c:\mypics.txt /closeslideshow

The file 'c:\mypics.txt' contains, in each line, a name of the image, including the full path. Close IrfanView after the last image from the TXT file.

### Example for /page:

i\_view32.exe c:\test.tif /page=3

Open page number 3 from the multipage image 'c:\test.tif'.

### Example for /crop:

i\_view32.exe c:\test.jpg /crop=(10,10,300,300)

Open 'c:\test.jpg' and crop: x-start=10, y-start=10, width=300, height=300 (in pixels).

### **Example for /print:**

i\_view32.exe c:\test.jpg /print

Open 'c:\test.jpg', print the image to default printer and close IrfanView.

### Example for /resize:

i\_view32.exe c:\test.jpg /resize=(300,300)

Open 'c:\test.jpg' and resize: width=300, height=300.

i\_view32.exe c:\test.jpg /resize=(300,0)

Open 'c:\test.jpg' and resize: width=300, height=proportional.

### Example for /resample:

i\_view32.exe c:\test.jpg /resample=(300,300)

Open 'c:\test.jpg' and resample: width=300, height=300 (using the active resample <u>filter</u> from the I\_VIEW32.INI).

i\_view32.exe c:\test.jpg /resample=(0,300)

Open 'c:\test.jpg' and resample: width=proportional, height=300 (using the active resample filter from the I\_VIEW32.INI).

### Example for /capture:

i\_view32.exe /capture

### Installation

### Setting up IrfanView for use.

### For the experienced computer user:

Download <u>IrfanView</u>, and unzip the files into a directory of your choice. Create a *shortcut* to the program in the *Windows start menu*, or on your *desktop*.

### For the less-experienced computer user:

Download a self-install copy of IrfanView and start the instalation file.

### Some informations:

Unzipped, the file contains several files. "*i\_about.txt*" describes the viewer, and gives information about the <u>author</u>. "*i\_changes.txt*" is a history of versions of the program. "*i\_options.txt*" outlines some <u>advanced features</u> of the program. "*i\_view32.exe*" is the program that makes <u>lrfanView</u> work. The two files "*i\_view32.hlp*" and "*i\_view32.cnt*" are the <u>Help</u> files for the program.

**Shortcuts** are the labels you click in the *Start Menu*, or the icons on your *Desktop*, that start programs for you. You need to create a shortcut to <u>IrfanView</u>. To make one on the Start Menu, click the Start button. Move the cursor up to point at *Settings*. On the <u>sub-menu</u> that appears, click *Taskbar*. A <u>dialog</u> box opens, with two <u>tabs</u>. Click the tab that says: *Start Menu Programs*. In the top half of the box, click the *Add* button. A box called *Create Shortcut* comes up to put in the name of the program. Click the *Browse* button, and another box opens, to locate your copy of <u>IrfanView</u>. Find it, click it, then click the *Open* button. The box closes, and <u>IrfanView</u> is now selected. Click the *Next* button. A box comes up called *Select Program Folder*. Browse through to find the folder where you want the shortcut to appear on your Start Menu. Click the *Finish* button at the bottom of the dialog. Next time you open your Start Menu, a clickable label for <u>IrfanView</u> will be in the folder you selected.

The easiest way to create a desktop shortcut is to use the viewer, itself. Open <u>IrfanView</u>. Click the <u>Options menu</u>, then click <u>Properties</u>. A dialog box opens; click the tab called <u>Others 1</u>. Almost at the bottom is a button labeled **Create desktop link for IrfanView**. Click this, and an icon for the viewer will appear on your desktop. Click the **OK** button to close. Next time you want to use the viewer, just double click the icon.

### Save, Options JPEG/GIF

### JPEG

The upper half of this tab lets you set a quality level for <u>JPG</u> images. Move the <u>slider control</u> to the desired setting. Lower settings take less space, but deliver less quality. Higher settings are better, but take more file space. The default setting is 80, which is fine for most images.

Check the *greyscale* box to save the <u>image</u> as that. Click the *Save progressive* (like many images from internet) box to activate that option. Click either again to remove the choice.

### <u>GIF</u>

The bottom half of the <u>dialog</u> has options for *GIF* images. Click the **Save Interlaced** (like many images from internet) box for that option. Click **Save Transparent Color** to set a transparency for the GIF. Type a number in the box below to use that palette entry as the <u>transparent color</u>. For more on this, see <u>Edit</u> <u>Palette</u>. If you have a true color image, you must first <u>decrease the color depth</u> to 256 colors to see the palette.

After setting the options you choose, click **OK** to close the dialog. To exit without any changes, click **Cancel.** 

The new settings will stay in effect until you change them again.

See also:

Save Save As Save, Options LDF Save, Options LWF Save, Options PNG/PNM Save, Options TIFF

# **Directory Count Display**

On the <u>toolbar</u>, shows how many images are in the current directory, and which number is selected. "1/5" means the selection is number one out of five images in the directory.

To set a custom directory index, type a number into the box. The viewer will open that image.

For <u>Multipage images</u>, this gives the page location and number of pages. "1/5" means page one of five.

### **Properties, JPEG/PCD/GIF**

Click on the <u>Options Menu</u>, then <u>Properties</u>. If the **JPEG/PCD/GIF** section is not showing, click its tab at the top of the box.

### JPEG

This part lets you select whether to *load JPEG images as grayscale*, which is faster. Click the <u>check-box</u> if you want to use this option. Click it again to un-set the option.

### **PhotoCD**

This part allows you to choose the *size* at which *PhotoCD* images are loaded. Click one of the option buttons to make your selection.

### **Animated GIF**

Option buttons allow choice of several setups for animated GIFs. The default is to **show animation**. You can also choose to **show only the first image** in the GIF, or to **extract all the images** into a directory on your hard drive. If you choose the last option, be sure to type a directory in which to place the images.

Below the option buttons is a check-box to click if you want to **show transparency in non-animated** *GIFs*, as well.

When you are done, click OK. To exit without making any changes, click Cancel.

# **Properties, Extensions**

Click on the <u>Options Menu</u>, then <u>Properties</u>. If the *Extensions* section is not showing, click its tab at the top of the box.

Here you choose which file types will be automatically associated with <u>IrfanView</u>. Those files will show the viewer's icon next to them in directories; double clicking the file name will launch the viewer, with the file already loaded. Click any of the check-boxes next to files you want to associate. If you want them all, click **Select all. Clear all** removes all associations.

At the bottom of the selections area is a box for entering other file extensions not listed. Click the box, then type in the extensions, each separated by a single space.

If you activate *Load only associated types during moving through directory* you will see only associated extensions if you move through a directory with space/backspace.

Below the selections area is a box you can click to **Use Thumbnails for loading BMP images**. It is checked by default. Click it to remove the option.

The *Advanced* button has some choices for *Windows* shell operations. Click to access these options: *Add IrfanView To Send-to Menu, Add 'Browse with IrfanView' for Drives and Folders to Shell-Menu* and *Add Open-browse to Shell Menu* (This option can cause some problems with the MS Office toolbar!).

The **Set Icon** button allows you to choose a different icon for IrfanView. Click the button to see several choices; click an icon to choose it. Click **OK** to finish your choice, or **Cancel** to exit without making any changes.

When you are done, click OK. To exit without making any changes, click Cancel.

# Properties, Copy/Move/Delete

Click on the <u>Options Menu</u>, then <u>Properties</u>. If the **Copy/Move/Delete** section is not showing, click its tab at the top of the box.

The first section allows setting a default directory for <u>Copy</u> operations. Type in a directory, or click the browse button to select one. If you click the <u>check-box</u> below, <u>IrfanView</u> will ask your *permission before making any copies*.

The second section sets a default directory for <u>Move</u> operations. Click the check-box to have <u>IrfanView</u> ask *permission before moving files*.

The third section has several check-boxes that refer to delete operations. You may choose to have **<u>IrfanView</u>** ask **permission before deleting files, send deleted files to the Windows Recycle Bin**, or **jump to the next file after deleting one**. Click any or all of the boxes to select these options.

When you are done, click OK. To exit without any changes, click Cancel.

# **Properties**, Viewing

Click on the <u>Options Menu</u>, then <u>Properties</u>. If the *Viewing* section is not showing, click its tab at the top of the box.

The top half of this <u>dialog</u> has several options. The first is **View all files in directory**. Click this to have the viewer display all file extensions supported by <u>IrfanView</u> in each directory. If this is un-checked, you can't open <u>next/previuos</u> file with space/backspace or with the <u>toolbar arrows</u>.

The next option sets the **Zoom factor** for <u>Zoom In</u> and <u>Zoom Out</u>. The default is 10% increase or decrease each time you zoom the <u>image</u>. Type a number in the box to change this amount.

The next option is **Use 'Resample' function Fit-To-Desktop and for Fullscreen mode**. Click this to have the viewer display the best possible version of an image when you put it in <u>Full screen</u> mode or if you use fit options in the <u>viewing</u> menu.

The next option is *Dither 24 BPP images on 16 BPP displays*. Click this if you want better displaying of the true color images if you have 65536 colors under your Windows.

The next option is *Enable gamma correction*. Enable it if you want to change the intensity of each loded image. The default value is 1.00 (no changes), the range is between 0.01 and 6.99.

The next option is the **background color** option for the main window. You can choose any color as background. Default is black.

The bottom half of this tab contains options for the Full screen mode:

The first is a set of option buttons: *Show images/movies with the normal size, Fit to screen larger images/movies only*, and *Fit to screen all images/movies*. Click your choice. The next option is *Hide mouse cursor*. Click this to prevent the mouse cursor from showing onscreen while the images are displayed. The next option is *Show image filename*. Click this to have the name of each image displayed onscreen with the image. Below this option is *Show transparent*. If this is un-checked, the filename will appear in a small box.. Check this and the filename will be shown without the box.

You can also set the **background color** for fullscreen and fullscreen text.

When you are done, click OK. To exit without making any changes, click Cancel.

# **Properties, Others 1**

Click on the <u>Options Menu</u>, then <u>Properties</u>. If the **Others 1** section is not showing, click its tab at the top of the box.

Check-boxes allow access to options; click any that you want to select. They are:

· Use Undo option: Unchecking disables this function of the Edit Menu.

• Ask to overwrite for Save and Save As: checking makes the viewer ask permission before it destroys an old file in favor of a new one.

• **Display Save dialog for File -> Save:** when checked, clicking on <u>Save</u> will bring up the standard dialog, through which you can choose a directory in which to save the <u>image</u>. Uncheck the option and *Save* will resave an image in place of the original. Note that this is only for Save; clicking on <u>Save As</u> still brings up the dialog box.

• **Only 1 Instance of IrfanView:** unchecking will allow the viewer to open more than once at the same time. Checking the box will prevent more than one instance of the viewer at any time.

• Ask to Rename Incorrect Extension: while loading a file which has had the name given an incorrect extension, IrfanView will ask permission before changing it. If you uncheck this box, the viewer will load the file without making any changes.

• Jump always to next image if Page Up/Down pressed: don't scroll large images, jump always to previous/next image if you press Page Up/Down keys.

• **Don't notify if end/begin of directory is reached:** when you reach the last of the images in a directory, **IrfanView** asks if you want to jump to the first again; checking this option will suppress the question, and just go right to the first image. In reverse direction, it will go to the last image.

There are also two buttons, for further options:

• *Clear MRUDs list:* clicking this removes all the names from the *Most Recently Used Directories* list; this option may be used at any time.

• Create Desktop Link: places an icon on your Windows desktop that can be double clicked to start the viewer.

When you are done making selections, click OK. To exit without any changes, click Cancel.

See also: <u>Properties, Others 2</u>

# Save, Options LWF

### LWF

Click one of the option buttons to set a compression level for *LWF* images. If you select **Compression Rate**, **Quality** or **Compress to bytes**, type in a value for the option.

Set *Progressive* (faster for small images) or *Baseline* (better for large images) mode.

After setting your options, click OK to close the dialog. To exit without any changes, click Cancel.

The new settings will stay in effect until you change them again.

See also:

Save Save As Save, Options JPEG/GIF Save, Options LDF Save, Options PNG/PNM Save, Options TIFF

# Save, Options TIFF

### <u>TIFF</u>

Click one of the option buttons to set a compression type for TIFFs. The left side is for color images, the right may be used for black & white.

After setting your options, click OK to close the dialog. To exit without any changes, click Cancel.

The new settings will stay in effect until you change them again.

See also:

Save Save As Save, Options JPEG/GIF Save Options LDF Save, Options LWF Save, Options PNG/PNM

# Open with external editor

Click on the <u>File menu</u>, then **Open with external editor.** Your chosen "other" viewer/editor will be launched, with the <u>image</u> loaded into it (e.g. Adobe Photoshop, Paint Shop Pro etc.).

To use this option, you must first select an external editor.

See also: <u>Open</u> <u>Reopen</u>

### **Properties, Others 2**

Click on the <u>Options Menu</u>, then <u>Properties</u>. If the **Others 2** section is not showing, click its tab at the top of the box.

A box allows you to "Set external viewer/editor (for Menu 'File' and Thumbnail window):" Type in the location of another graphics viewer or editor, with the full path to where it is on your hard drive. You can also click the **Browse** button to locate the program. Now when you click the <u>Open with external editor</u> option on the <u>File Menu</u> or <u>Thumbnail window</u>, your selected editor will be launched, with the current <u>image</u> shown in it.

The next option is **Center window if loading new image**. Click this, and each time you load a new image in the viewer, it will be centered on your desktop.

The next option is **Remember the last window position**. Click this, and each time you open the viewer, it will be positioned on your screen where it was when you last closed it. This option works only if you use the following viewing options: '*Fit image to window*' or '*Do not fit anything*'.

The next option is *Load DJVU files with maximal DPIs*. Click this to load **DJVU/IW44** images with maximal saved size.

The next option is **Don't change directory index after file renaming**: when checked, the <u>current</u> <u>directory index</u> will be not changed if you rename a file, otherweise, the index will be changed to the new position in the name list. **Add MRUDs to menu File;** enable/disable MRUDs (most recently used directories) in the File menu.

**Default printer for "/print" command line option:** set the destination printer for this command line option in case of problems.

When you are done making your selection, click OK. To exit without any changes, click Cancel.

See also: <u>Properties, Others 1</u>

# Start or Stop automatic viewing

Click on the <u>View Menu</u>, then *Start/Stop automatic viewing*. The window-slideshow will be started, with images from the current directory. Click again on this menu to stop the automatic viewing.

# Hotkeys

Available keyboard shortcuts in IrfanView:

Key:	Function:
+	Zoom In
-	Zoom Out
é	Scroll image up
ê	Scroll image down
è	Scroll image right
ç	Scroll image left
TAB	Switch between main and thumbnail (if visible) window
Α	About-Box dialog
CTRL + A	Acquire
В	Batch Conversion dialog
С	Capture dialog
CTRL + C	Edit -> Copy
CTRL + SHIFT + C	Set as wallpaper - centered
D	Edit -> Delete
CTRL + E	Effects setup
F	Switch between 'Fit window/image to desktop' and 'Fit window to image'
CTRL + F	Open first file in the directory
G	Stop <u>GIF</u> or <u>ANI</u> animation
SHIFT + G	Enhance colors
н	Horizontal flip
CTRL + H	Original size (no zoom)
1 - Contraction of the second s	Image information
κ	Filter Factory dialog
L	Rotate left
CTRL + L	Open last file in the directory
Μ	Minimize IrfanView window (Boss key ;-)
CTRL + M	Open random image from the directory
CTRL + N	Show next page in a multipage <u>TIFF</u>
0	Open dialog
Ρ	Properties dialog
CTRL + P	Show previous page in a multipage TIFF
SHIFT + P	Print dialog
CTRL + SHIFT + P	Set as wallpaper - previuos wallpaper
R	Rotate right
CTRL + R	Resample dialog
SHIFT + R	Reopen file
S	Save as - dialog
CTRL + S	Save - dialog
т	Thumbnails
CTRL + SHIFT + T	Set as wallpaper - tiled
U	Refresh (display and directory list)
V	Vertical flip
CTRL + V	Edit -> Paste
F1	Help

F2/F6	Rename
F3	Show image in HEX viewer
INSERT	Edit -> Paste
W	Slideshow dialog
CTRL + W	Slideshow with current directory files
CTRL + X	Edit -> Cut
CTRL+ Y	Edit -> Crop
CTRL+ Z	Edit -> Undo
Space	Load next file in directory
Backspace	Load previous file in directory
CTRL+ Page Down	Load next file in directory
CTRL+ Page Up	Load previous file in directory
Page Up	Load previous file in directory OR scroll image up
Page Down Load	d next file in directory OR scroll image down
Home	Scroll to begin (horizontal scroll)
End	Scroll to end (horizontal scroll)

### Available mouse shortcuts in IrfanView:

Normal mode:

Left button <u>drag</u>	Make a Selection
Right button drag	Scroll image in direction of drag
Left button double-click	Switch to fullscreen mode
Wheel up	Load previous file in directory OR scroll image up
Wheel down	Load next file in directory OR scroll image down
Fullscreen mode:	
Left button click	Load previous image in the directory
Right button click	Load next image in the directory

# **Uninstall IrfanView**

How to uninstall IrfanView:

- 1. Start IrfanView and go to Properties -> Extensions
- 2. Press the *Advanced*-button and uncheck all options. Press OK.

**3**. <u>Unselect all</u> extensions and press **OK** (The most extensions will be free now, you must start another viewer and associate your extensions)

4. Close IrfanView (and delete IrfanView folder)

# **Open in HEX Viewer**

Click on the <u>File menu</u>, then **Open in HEX viewer**. You can open any file in the HEX viewer. You can see all bytes in HEX and ASCII mode of the opened file.

This option is used by advanced users.

To close without opening a file, click **Cancel**. Another way to close is to click the X in the upper right corner.

# **Show HEX view**

Click on the <u>View Menu</u>, then **Show HEX view**. This option will show you the HEX view of the current <u>image</u>. You can see all bytes in HEX and ASCII mode of the opened file.

This option is used by advanced users.

# **Count colors used**

Click on the <u>Image menu</u>, then **Count colors used**.

The number of unique colors in this <u>image</u> is displayed.

## **Batch Scanning**

Note: Batch Scanning feature works only if your device (scanner, camera etc.) supports batch! (Paper feed etc.)

Click on the File menu, click Batch Scanning.

First, you can set:

- output file name
- starting index for output files
- output directory for scanned images
- save file type

The program that runs your scanner, or any other TWAIN compatible device (digital camera, TV card etc.), will appear. Follow the steps given in your scanner's manual for scanning an <u>image</u>.

Images will be saved in the output directory as image files. The file names are "ScanImage01.bmp", "ScanImage02.bmp" etc. (if default settings).

When finished, the last scanned image will be placed into IrfanView.

See also:

Select TWAIN Source

## Save, Options PNG / PBM/PGM/PPM

#### <u>PNG</u>

Set the compression level for PNG images.

#### PBM, PGM, PPM

Click one of the option buttons to set a encoding type for PBM/PGM/PPMs. Ascii will produce very large files.

After setting your options, click OK to close the dialog. To exit without any changes, click Cancel.

The new settings will stay in effect until you change them again.

See also:

Save Save As Save, Options JPEG/GIF Save, Options LDF Save, Options LWF Save, Options TIFF

## **Frequently Asked Questions**

Here are some interesting questions about IrfanView , bug reports etc.

**Q**: I will create a CD-ROM with images and I will put IrfanView on the CD. How can I start *IrfanView's Slideshow* when I insert the CD in the drive?

**A:** First: put IrfanView in to the root CD directory. Second, create a TXT file with files for the slideshow; you can use RELATIVE path names too. Third: put in your "autorun.inf" the IrfanView call "i\_view32.exe /slideshow=txt\_file\_name".

Q: Bug report: since yesterday, IrfanView shows all images distorted! Why?
 A: The <u>view menu</u> option "<u>Fit window/image to desktop</u>" is activated (or a similar view option), please uncheck.

Q: How can I make IrfanView as my default viewer?
 A: Start IrfanView, go to 'properties->extensions' and associate your types.

Q: Bug report: the <u>thumbnail</u> window crashes if I have many files in a folder!
 A: Again, this is a Windows 95/98 bug, the max. number of files in the folder is system dependent. WinNT/Win2K works fine.

**Q:** Bug report: if I try to play some AVIs and MPGs with IrfanView, I always get the error message "MMSYSTEM XXX, no device ..."!

A: IrfanView uses the Windows MCI driver for playing of most multimedia formats. This driver is either not installed or can't play this file. Please install MS ActiveMovie ('amovie.exe', ca. 1 MB) or MS Media Player or search the Internet for right codec (read next Question!) and install it.

**Q:** Bug report: if I try to play some AVIs, I get the error message "Video not available, cannot find vids decompressor"!

A: The correct video codec is not installed, please check this site for the right codec:

http://www.webartz.com/fourcc/indexcod.htm

**Q**: Bug report: in the thumbnail window, when I click on a thumbnail, nothing happens, the <u>image</u> will be not displayed in the main window!

A: You have an old version of the "comctl32.dll", please update this Windows component from the MS homepage:

http://www.microsoft.com/msdownload/ieplatform/ie/comctrlx86.asp

Q: Problem: When double-click an file which is associated with IrfanView, I get an error message "Cannot find the file [path] or one of its components". What is the problem? A: Start IrfanView, go to 'properties->extensions' and associate your types again.

**Q:** Bug report: since yesterday, IrfanView shows all my images black/white! Why?

A: The load option for JPGs "Load as <u>grayscale</u>" in '<u>properties->JPEG</u>' is activated, please uncheck ...

**Q:** Bug report: there is a memory problem when I view many WMF/EMFs with IrfanView in the fullscreen mode!

A: This is a Windows95/98 problem, IrfanView uses the Windows metafile driver. WinNT works fine ...

## PlugIns

Please use always the current IrfanView and PlugIn version ...

#### How to install IrfanView PlugIns?

- 1. Visit <u>IrfanView</u> 's homepage: http://www.irfanview.com (or a mirror site)
- 2. Go to 'Download -> PlugIns'
- 3. Download PlugIns
- 4. Click on the PlugIn file
- 5. PlugIns will be installed into IrfanView 'PlugIns' directory

Direct download:

You can download all PlugIns from this site: http://www.irfanview.com/plugins.html

Available PlugIns:

- 1. <u>MP3</u> PlugIn: allows IrfanView to play MP3/MP2/MP1 files.
- 2. VIDEO PlugIn: allows IrfanView to play video/sound files. (AVI, MPG/MPEG, WAV, MOV, MID/RMI, AIF, AU/SND).
- 3. Multimedia Player PlugIn: allows <u>IrfanView</u> to play video/sound/audio-cd files. Current formats: AVI, MPG, WAV, MIDI, CDA, WMA, ASF, AIF, SND etc.
- 4. <u>LWF</u> PlugIn: allows IrfanView to read/write LuraWave LWF files.
- 5. <u>LDF</u> PlugIn: allows <u>IrfanView</u> to read/write LuraDocument LDF files.
- 6. FPX PlugIn: allows IrfanView to read FlashPix files.
- 7. EMAIL PlugIn: allows IrfanView to send images as EMails.
- 8. JPG Transformation PlugIn: allows IrfanView to support lossless JPG transformations.
- 9. <u>PCD</u> PlugIn: allows IrfanView to read Kodak PhotoCD files.
- **10. QuickTime PlugIn**: allows IrfanView to play Apple Quicktime movies.
- 11. <u>KDC</u> PlugIn: allows IrfanView to read Kodak Digital Camera files.
- 12. Filter Factory PlugIn: allows IrfanView to use Filter Factory 8BF files (Photoshop PlugIns).

- Formats PlugIn: allows IrfanView to read some rare image formats. Current formats: <u>G3</u>, RAS, BioRAD, <u>Dicom/ACR</u>, Mosaic, XBM, XPM, IMG, SGI, RLE, WBMP.
- 14. FLASH PlugIn: allows IrfanView to read Macromedia Flash/Shockwave files.
- 15. <u>DJVU</u> PlugIn: allows IrfanView to read AT&T DJVU files.
- 16. REAL AUDIO PlugIn: allows IrfanView to play Real Audio RA files.
- **17. Filters Unlimited PlugIn**: allows IrfanView to use Filters Unlimited files (Photoshop PlugIns). Check www.icnet.de for filters.
- **18. NCC PlugIn**: allows **IrfanView** to display NCC information from JPG, <u>GIF</u> and <u>PNG</u> files. Check www.netcybercards.com for full info.
- 19. <u>SFF</u> PlugIn: allows IrfanView to read Structured Fax Files.

**20. LOGOMANAGER - PlugIn:** allows **IrfanView** to read Nokia Logo Files: NLM/NOL/NGG/NSL/OTB/GSM.

- 21. <u>MED</u> PlugIn: allows IrfanView to play MED/OctaMED audio files.
- 22. EXIF PlugIn: allows IrfanView to show EXIF information from JPG files.
- 23. IPTC PlugIn: allows IrfanView to show IPTC information from JPG files.

## **Create new image**

Click on the Image Menu, then Create new image. A dialog allows you to create a new (empty) image.

You can set the image width/height, number of colors (BPP) or <u>grayscale</u> and the background color (default is black).

# **Installed PlugIns**

Click the <u>Help menu</u> and select *Installed Plugins.* Displays a <u>dialog</u> with installed <u>IrfanView</u> Plugins. When done viewing the information, click *OK.* 

## Lock Zoom

Click on the <u>View Menu</u>, then *Lock Zoom*. This option can be checked only if the <u>viewing option</u> is '**Fit window to image**'. If checked, the actual zoom factor is saved and used for all new loaded images.

This option is activated only for current session.

Click this option again to deactivate *Lock Zoom*.

## Save, Options LDF

#### <u>LDF</u>

Set the profiile option. There are 5 standard profiles for different image/color types. You can set the quality of the result LDF <u>image</u>.

If you want the thumbnail in the LDF image (for faster preview), check Save Thumbnail option.

If you want to create multipage LDF images, click on the <u>View Menu</u>, then click **Multipage images ->** <u>Create Multipage LDF</u>.

After setting your options, click OK to close the dialog. To exit without any changes, click Cancel.

The new settings will stay in effect until you change them again.

See also:

Save Save As Save, Options JPEG/GIF Save, Options LWF Save, Options PNG/PNM Save, Options TIFF

## **JPG Transformation**

Note: <u>JPG</u> Transformation is used as PlugIn, download and install:

http://www.irfanview.com/plugins.html

Note: This feature is available only if you load a JPG file.

Click on the Options Menu, then JPG Transformation. A dialog allows you to rotate or flip a JPG file.

Warning: your original JPG file will be changed!

Click Start to transform the loaded JPG or Cancel to exit.

## **Status Bar**

The status bar shows some informations about the displayed <u>image</u> at the bottom side of the main window.

Turn the status bar on by using the <u>View Menu</u>, and selecting the **Status Bar** option. Turn the bar off by again clicking on **View** and **Status Bar**.

## **Start Multimedia Player**

Note: The Multimedia Player is used as PlugIn, download and install:

#### http://www.irfanview.com/plugins.html

Click on the Options, then Start Multimedia Player.

The Multimedia Player allows IrfanView to play video, sound and audio-CD files like:

AVI, ASF, MP3, MPG/MPEG, MOV, MID/RMI, WAV, WMA, CDA etc.

The Player can play these formats through the MCI interface or using the Microsoft Media Player (recommended).

The Player can extract frames from AVI files and has a built-in audio CD player.

You can close the Player with **ESC** key.

## Send image by EMail

Note: The EMail feature is used as PlugIn, download and install:

#### http://www.irfanview.com/plugins.html

Click on the <u>Options</u>, then **Send image by EMail**.

First, you must set the email options like SMTP server and your email address (check your email software to see these settings). You can also use MAPI protocol for email sending.

There is a simple address book for your buddies.

Click on **Send** to send the image or **Exit** to leave the <u>dialog</u> without sending.

## **Properties, Video/Sound**

Click on the <u>Options Menu</u>, then <u>Properties</u>. If the *Video/Sound* section is not showing, click its tab at the top of the box.

This <u>dialog</u> shows you options for video/sound playing. Videos/sounds can be played in the main window (default) or in the *IV\_Player* PlugIn.

Apple QuickTime options:

**IrfanView** has QuickTime support! This allows **IrfanView** to read following formats: **MOV**, **QTIF**, **Mac PICT**, **FLI/FLC**. You can enable/disable this support for these formats.

## **Properties, Language**

Click on the <u>Options Menu</u>, then <u>Properties</u>. If the *Language* section is not showing, click its tab at the top of the box.

This <u>dialog</u> allows you to change (on-the-fly) <u>IrfanView</u> language.

Choose the language in the language list and press **OK** to activate it.

Visit this site for available languages and SDK for translators:

http://www.irfanview.com/languages.html

# Glossary ABCDEFGHIJKLM NOPQRSTUVWXYZ A

<u>AIF</u> <u>ANI</u> <u>AU</u> <u>AVI</u> В <u>BMP</u> <u>C</u> <u>CAM</u> capture check-box <u>clipboard</u> <u>CLP</u> <u>CPT</u> <u>CUR</u> D DAT DCM/ACR DCX <u>dialog</u> <u>DIB</u> Dicom/ACR <u>DJVU</u> <u>DLL</u> drag dragging Ε <u>EMF</u> EPS <u>EXE</u> extension <u>F</u> fill color <u>filter</u> Filter Factory FLI/FLC <u>FPX</u> <u>G</u> <u>G3</u> <u>GIF</u> grayscale

grayscale greyscale <u>I</u> ICL ICO IFF

IFF/LBM image

#### IMG interlaced <u>J</u> <u>JPEG</u> JPG JPG/JPEG Κ <u>KDC</u> L landscape LBM <u>LDF</u> <u>LWF</u> Μ Mac PICT <u>maximize</u> <u>MED</u> MID <u>minimize</u> MOV <u>MP3</u> <u>MPEG</u> <u>MPG</u> MPG/MPEG <u>0</u> option button outline <u>P</u> PBM PCD PCX <u>PGM</u> PhotoCD <u>pixel</u> <u>PNG</u> portrait PPM progressive <u>PSĎ</u> PSP <u>Q</u> <u>QTIF</u> <u>R</u> <u>RAS</u> RAS/SUN **RealAudio** <u>RLE</u> <u>RMI</u> <u>S</u> SFF <u>SFW</u> SGI/RGB slider control

## <u>SND</u> <u>sub-menu</u> <u>SUN</u> <u>SWF</u> Τ tabs <u>task bar</u> <u>TGA</u> thumbnail <u>TIF</u> <u>TIFF</u> TIFF/TIF transparent color W WAV WBMP Windows Clipboard WMF **X** <u>XBM</u> <u>XPM</u>

### AIF

Sound file, Audio Interchange Format from Amiga computers.

### ANI

Animated Cursor format for Microsoft Windows.

### AU

Encoded Audio format used by Sun and NeXT machines.

## AVI

Audio Video Interleaved: Microsoft's video format for Windows.

### BMP

Windows Bitmap: The image format Microsoft created for use in Windows.

## CAM

Casio digital camera file.

### capture

To store a part of the monitor screen in memory and turn it into an <u>image</u>, which can be saved and modified just like any other image. Capture utility programs (such as that in IrfanView) let you choose exactly which part of the screen to save.

### check-box

A small square box, usually to the left of some text; clicking the box with the mouse makes a mark appear, showing it as a selected option. The text identifies what the option is for. Often check-boxes appear in groups, to allow multiple selections.

### clipboard

An area used by Windows to store various file information for cut/copy/paste operations. For programs that support the clipboard (most do,) you can cut or copy from one application, and paste into another. An example: an <u>image</u> edited <u>pixel</u>-by-pixel in Windows Paint can be copied to the clipboard, then pasted into IrfanView, from which it can be saved in a variety of formats. (Paint only saves as bmp.) Each time you cut or copy to the clipboard, it replaces whatever was there before.

## CLP

Windows <u>clipboard</u> format; used to store various types of files for Windows cut/copy/paste operations.

## СРТ

CorelDraw Photopaint image, IrfanView can read only older versions, Photopaint 6, 5 etc.

### CUR

Cursor Resource file format for Microsoft Windows; contains <u>image</u> data for cursors used by Windows applications. (Files may contain multiple images, plus a directory.)

### DAT

Video CD format; don't confuse this with Windows dat files, which hold information about programs and such.

### DCM/ACR

Dicom/ACR file format for medical images. Note: DICOM/ACR format hasn't a specific header and IrfanView can't recognize all such images. If you want to read <u>Dicom/ACR</u> images with IrfanView the file <u>extension</u> MUST BE ".dcm" or ".acr".

## DCX

Multipage <u>PCX</u> files format.

### dialog

In Windows, a box that appears when you click a menu item or button. The box will contain items from which you can select, to more accurately perform a function. For example, a Files dialog allows you to browse through the files on your hard drive, choose the one you want, and open it.

## DIB

Device Independent Bitmap: another form of <u>BMP</u>, used widely with printers and display devices.

# Dicom/ACR

Dicom/ACR file format for medical images. Note: DICOM/ACR format hasn't a specific header and IrfanView can't recognize all such images. If you want to read Dicom/ACR images with IrfanView the file <u>extension</u> MUST BE ".dcm" or ".acr".

# DJVU

DejaVu <u>image</u> format from AT&T, with good compression

# DLL

Dynamic Link Library; under Windows, a file that can contain portions of a program, to make the program more useful; it can also hold information to help the main program do its job better; many dll's hold icons that can be opened in IrfanView.

# drag

Pulling the mouse, usually while holding down one of the buttons. This is used to highlight or <u>outline</u> an area, so that some special operation (such as cut or paste) can be performed on the area you select.

# dragging

Pulling the mouse, usually while holding down one of the buttons. This is used to highlight or <u>outline</u> an area, so that some special operation (such as cut or paste) can be performed on the area you select.

# EMF

Enhanced Metafile Format; Microsoft's device-independent vector format for Windows.

# EPS

Encapsulated PostScript: mostly used for desktop publishing; uses the Postscript page description language; these can be used on both PCs and Macs. Note: IrfanView can open only EPSs with a <u>TIFF</u> preview <u>image</u>.

# EXE

Executable file under DOS and Windows; many exe's contain icons that can be opened in IrfanView.

#### extension

The part of a filename that comes after the dot (.) character. In a filename such as "i\_view32.exe" the "exe" is the extension, and tells us this is an executable file - one that performs a function. (In this case, it is the IrfanView program file.) Some common graphics file extensions include .jpg, .gif, and .tif.

# fill color

A color used to fill a large area, as opposed to drawing individual lines; if you see a drawn circle and the inside area of the circle is yellow, yellow is the fill color.

## filter

For images: a small computer program that performs some action on the <u>image</u>, changing it in specific ways; filters can be used to smooth or roughen an image, correct or remove the color, and perform many other editing functions; most often, filters are used to create special effects.

## **Filter Factory**

A creation tool for <u>image</u> filters. These filters are Photoshop compatible. With filters, you can produce an almost endless series of special effects from very tiny changes in the image to complete makeovers. There are thousands of such filters available; many can be found for free on the internet.

#### FLI/FLC Autodesk animation format

#### **FPX** Flashpix format

# G3

Group 3 Facsimile Apparatus format, used for document transmission.

# GIF

Graphics Interchange Format: The format created by CompuServe for the faster exchange of graphics over modem lines; widely used in Web publishing.

**grayscale** Despite the name, grayscale is actually a mode of color; it uses 256 shades of grey to render an <u>image</u>, producing a richly varied tonal quality; black and white uses just two colors, black with white spacing to . render.

**greyscale** Despite the name, greyscale is actually a mode of color; it uses 256 shades of grey to render an <u>image</u>, producing a richly varied tonal quality; black and white uses just two colors, black with white spacing to . render.

# ICL

Icon Library format, used by many icon editing programs; can contain one or many icons for use in other programs.

# ICO

Windows Icon: used by Windows to represent programs and other files.

# IFF

Interchange File Format: the <u>image</u> format standard for Amiga computers.

# IFF/LBM

Interchange File Format: the <u>image</u> format standard for Amiga computers.

#### image

The graphics you see on your screen; they can be photographs showing your home town, line drawings showing Mickey Mouse, even the undulating, weird backgrounds you see at many WWW websites. They can range in size from a single dot on your screen (so small it is difficult to see,) to huge objects that go off the screen in all directions, causing you to scroll the screen back and forth, up and down, to see them.

# IMG

GEM Raster image, from Atari

#### interlaced

In terms of some <u>image</u> types, such as gif: an image which builds up on the screen, showing the full image, but of low quality, then gradually building until the full quality image is visible. This allows the user to see some of the image as it builds. This is much the same as Progressive.

# JPEG

Joint Photographic Experts Group: 24-bit support and fine compression make this format another standard for publishing on the Web.

# JPG

Joint Photographic Experts Group: 24-bit support and fine compression make this format another standard for publishing on the Web.

# JPG/JPEG

Joint Photographic Experts Group: 24-bit support and fine compression make this format another standard for publishing on the Web.

# KDC

Kodak digital camera format

# landscape

In reference to printers, printing an <u>image</u> so that it is faced with one long edge of the paper nearest you, as most landscape paintings would be faced. The other standard facing is Portrait.

# LBM

Interchange File Format: the <u>image</u> format standard for Amiga computers.

# LDF

LuraDocument Format: wavelet compression <u>image</u> format from LuraTech GmbH, Germany. Format enhanced to improve on <u>JPG</u> and other scanned images, with better quality and more control options.

Note: IrfanView can't save images larger than 4096x4096 as LDF and max. 6 pages per LDF image.

## LWF

LuraWave Format: wavelet compression <u>image</u> format from LuraTech GmbH, Germany. Format enhanced to improve on <u>JPG</u>, with better quality and more control options. IrfanView is the first viewer with LWF support.

Note: IrfanView can't save images larger than 4096x4096 as LWF.

Mac PICT Macintosh PICT format

# maximize

To "blow up" a program window so that it fills the entire screen. This is useful if the information in the program does not fully display at a smaller screen size.

# MED

MED/OctaMED sound format

## MID

Musical Instrument Digital Interface (MIDI): a file created with a set of standard formats to instruct electronic musical instruments how to play; with a MIDI player (such as IrfanView,) you can play a basic version of the song through the computer's speakers.

## minimize

To remove a program, such as IrfanView, from the screen and have it appear as a button on the <u>task bar</u> at bottom of the screen. Click the button to restore the program to the screen.

## MOV

Quick Time Movie format; Apple Computer's format for movie and other time-based data file storage. Note: IrfanView uses the MS Active Movie for MOV playing. Active Movie can't play all MOVs, especially many QuickTime-created MOVs.

Install Apple Quick Time and check Properties->Others 2 in IrfanView ;-)

# MP3

MPEG audio layer 3 format, very popular :-)

## MPEG

Moving Pictures Experts Group: a standard for full-motion video; provides 352x240 resolution, 30 frames per second, and CD-quality sound; also used to compress audio without video.

## MPG

Moving Pictures Experts Group: a standard for full-motion video; provides 352x240 resolution, 30 frames per second, and CD-quality sound; also used to compress audio without video.

## MPG/MPEG

Moving Pictures Experts Group: a standard for full-motion video; provides 352x240 resolution, 30 frames per second, and CD-quality sound; also used to compress audio without video.

### option button

A small circle, usually to the left of some text; clicking the circle with the mouse makes a mark appear, showing it as a selected option. The text identifies what the option is for. Option buttons appear in groups, to allow a single selection from many choices; clicking one automatically "unclicks" all the others. Sometimes these groups are known as radio buttons, for their similarity to selecting a station on a radio.

### outline

Highlighting an area you want to work on.

Put the mouse cursor at one corner of the area you want to outline. Press the left button, and hold it. Drag the mouse across and down (or up,) to the opposite corner of the area you want outlined. A border appears as you <u>drag</u> the mouse. Release the button when you are done <u>dragging</u>.

This technique is used in such operations as cropping, and adding text to an <u>image</u>. If the buttons on your mouse are reversed, use the right button as described above.

## PBM

Portable Bitmap File format; mostly used to convert between various types of bitmap images.

## PCD

Digital images from Kodak, presented as "slides" on a CD-ROM. IrfanView can open the Overview-PCD files too!

## PCX

PC Paintbrush format from ZSoft Corporation. These images are used by many word-processing and desktop publishing programs.

## PGM

Portable Greymap File format; mostly used to convert between various types of greymap images.

## PhotoCD

Digital images from Kodak, presented as "slides" on a CD-ROM. IrfanView can open the Overview-PCD files too!

**pixel** Picture element: One dot in an <u>image</u>. It is the smallest (practical) element used to make up a picture.

## PNG

Portable Network Graphics: A format that combines the best qualities of gifs and jpgs; used for Web publishing.

**portrait** In reference to printers, printing an <u>image</u> so that it is faced with one short edge of the paper nearest you, as most portrait paintings would be faced. The other standard facing is Landscape.

## PPM

Portable Pixelmap format; mostly used to convert between various types of color images.

# progressive

In terms of some <u>image</u> types, such as jpg: an image which builds up on the screen, showing the full image, but of low quality, then gradually building until the full quality image is visible. This allows the user to see some of the image as it builds. This is much the same as Interlaced.

## PSD

PhotoShop Software Development file, used for development with Adobe Photoshop and related software.

Note: IrfanView (and other viewers too) can't correct display some PSD files, especially CMYK PSDs.

## PSP

Paint Shop Pro file format, from Jasc Software; special graphics format that can describe a multi-layered <u>image</u> in complete detail. Note: IrfanView will display only the first layer (if many) in a PSP image.

### **QTIF** Quick Time format

## RAS

Sun Raster: The native bitmap file format for Sun Microsystems workstations.

## **RAS/SUN**

Sun Raster: The native bitmap file format for Sun Microsystems workstations.

## RealAudio

RealAudio (\*.ra): audio/video format developed by RealNetworks, www.real.com. IrfanView plays RA-files with the player plugin, please download and install.

## RLE

Utah Run Length Encoded image format

## RMI

MIDI file (MIDI sequence.) See also: <u>MID</u>.

#### **SFF** Structured Fax File.

#### SFW Seattle Film Works format

## SGI/RGB

Silicon Graphics image format

#### slider control

A control used in Windows to set a value for something. An example: in IrfanView, click on the Image menu, then select Brightness. A <u>dialog</u> opens with a slider control that allows you to set the value of brightness you want. In the Brightness control, the value starts at zero, and you can move the slider down to -255 (less bright,) or up to +255 (more bright.) Click on one of the arrows to move the setting slowly. Click the area between the arrows to move the settings more rapidly. Put the mouse directly on the control bar (the box that starts at the zero setting,) press the left mouse button and hold it, and <u>drag</u> the bar to change the settings very rapidly. Most slider controls are similar.

## SND

Sun-workstation sound file, similar to AU.

### sub-menu

On a Windows menu, an extra menu that "pops up" when you point the mouse at one of the menu choices. This sub-menu gives further control over the choice. An example: on the Image menu, point the mouse at Effects; a sub-menu will appear to let you choose which effect to perform.

# SUN

Sun Raster: The native bitmap file format for Sun Microsystems workstations.

# SWF

Macromedia's Shockwave format

## tabs

Small extensions at the top of a <u>dialog</u> box; they look like tabs on a file folder; clicking one changes to a different section of the dialog, allowing access to other options.

#### task bar

The area of Windows along the bottom of the screen. This displays various information about Windows' status, such as the clock in the lower right corner. Also shown in the bar are the buttons representing open programs, such as IrfanView. If you <u>minimize</u> a program, you remove it from the screen, but leave it active. Only its button shows, until you click the button to restore it.

# TGA

Truevision Advanced Raster Graphics Adapter (TARGA): Format by Truevision, Inc, used to support <u>image</u> capturing; used with a series of high-resolution graphics adaptors released under the TARGA name.

## thumbnail

A small version of a larger <u>image</u>. Thumbnails are used as "stand-ins" for images where space is a problem. Example: pages on the WWW often use thumbnails to represent images stored at the website. The thumbnails take a fraction of the time to load that the large images would take. Usually, the thumbnail is linked to the large image, so that a click on it will load the full-sized version.

# TIF

Tagged Image File Format: a widely used raster format, jointly supported by Aldus; used mostly in desktop publishing; can be viewed on both Macs and PCs; this is the format used by most fax machines.

# TIFF

Tagged Image File Format: a widely used raster format, jointly supported by Aldus; used mostly in desktop publishing; can be viewed on both Macs and PCs; this is the format used by most fax machines.

## TIFF/TIF

Tagged Image File Format: a widely used raster format, jointly supported by Aldus; used mostly in desktop publishing; can be viewed on both Macs and PCs; this is the format used by most fax machines.

#### transparent color

One color in an <u>image</u> that does not show onscreen. This is most often used to allow an image background to be invisible against other colors. An example would be a company logo used on an internet web page; a transparent background color would allow it to be placed directly over other images on the page, and all will still be visible.

## WAV

Windows audio file; they take up a lot of space, but can serve as a go-between for converting between some of the other sound formats.

## **WBMP** WAP Bitmap format

## **Windows Clipboard**

An area used by Windows to store various file information for cut/copy/paste operations. For programs that support the <u>clipboard</u> (most do,) you can cut or copy from one application, and paste into another. An example: an <u>image</u> edited <u>pixel</u>-by-pixel in Windows Paint can be copied to the clipboard, then pasted into IrfanView, from which it can be saved in a variety of formats. (Paint only saves as bmp.) Each time you cut or copy to the clipboard, it replaces whatever was there before.

## WMF

Windows MetaFile format; Microsoft vector graphics file, more compact and portable than bmp images.

## **XBM** X11 Bitmap

## **XPM** X11 Pixmap