



# USER MANUAL

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# Chapter 1. Introducing Photo Explosion 2

## WELCOME!

Welcome to Photo Explosion® 2 suite, a complete digital photo studio with software to create photo albums for your many digital pictures.

Photo Explosion is the first product of its kind to deliver powerful photo editing features, spectacular special effects, professional-quality photo projects, and photo album features all together in one program suite.

With Photo Explosion you can capture images from a wide variety of digital cameras, scanners, DV cameras and even web cams. You can easily edit these images and apply cutting-edge effects in Photo Explosion. Additionally, you can create photo-based projects to share with family and friends by transforming your pictures into artistic greeting cards, calendars, banners and even animated web cards.

With Photo Explosion's many tools, you don't have to be a graphic artist to enhance and transform your photos. You can enhance your photos individually or make changes to groups of photos. You can also import and convert your photos into many different file formats.

Photo Explosion includes a wide range of project templates with millions of creative combinations.

**Photo Management in Photo Explosion:** With Photo Explosion's unique user interface, it is easy to keep track of your files. In Browse mode, you can use a Windows Explorer-like view to browse image, audio and video files visually and move the files into different folders, as needed.

**Photo Albums in Photo Explorer:** If you have many digital photographs, you may want to use the included Photo Explorer software to create albums to keep your photographs organized. You store your albums with images on your hard disk or removable media. You can then quickly and conveniently browse through your photos and make minor adjustments to them.

**Editing:** Photo Explosion has a wide range of image editing tools from simple color correction to high-end photographic effects. You can also dress up your photos with fun props and decorative elements such as edges and frames. Photo Explosion's Single-Click SmartEnhance™ Technology makes image editing easy for beginners. Or you may use advanced settings to create unlimited variations.

**Projects:** Photo Explosion has ready-made templates that you can combine with your own photos and text. These photo projects include: Photo Frames, 3D Crafts, Photo Calendars, Cards, Albums, Scrapbook Pages, Web Cards, Web Pages, Web Shows and many other personal and business-related projects.

**More ways to share:** Instantly share your photos by e-mail, create an on-screen slide show or even make a web page with many output options to share your memorable photos over the Internet. You can also enhance your desktop with a practical calendar and wallpaper.

To run Photo Explosion you'll need a computer with a

- Pentium® 300 MHz or faster microprocessor
- Windows 98, 2000, Me or XP
- 64 MB RAM
- a CD-ROM drive
- a monitor and video card capable of displaying thousands of colors and 800x600 resolution
- and Microsoft® Internet Explorer 5.0 or later.

1. Insert the Photo Explosion CD labeled *Disk 1* into your CD-ROM drive. In a few moments the Photo Explosion Installer startup screen should appear automatically. If it doesn't, go to **My Computer**, open your CD-ROM drive and open the **Setup.exe** program.



2. Click **Install Products**.
3. Click **Install Photo Explosion Deluxe**.  
or  
Click **Install Photo Explosion**.

Once the installer begins, you will be given three installation options. The different options determine how much content is placed on your hard disk. No matter which option you select, you will be able to use all the features in the installed software. The **Full** installation will

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## SYSTEM REQUIREMENTS

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## INSTALLING PHOTO EXPLOSION

install the programs and place all necessary content on the hard drive. This installation can take up to 45 minutes to complete depending on your computer's configuration. The default installation option, **Typical**, will install the programs and store a subset of the content to your hard drive. You may also select the **Limited** option. This option will install no content.

When you install Photo Explosion, the installer will install Photo Explorer and other bonus software. With Photo Explosion Deluxe, the bonus software includes COOL 360, Morpheus, PictureToTV and Montage Plus. Non-Deluxe users will have COOL 360 installed.

4. Follow the instructions on screen to complete the installation.

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**Note:** To install SplashPhoto software (SplashPhoto for Palm OS, SplashPhoto for Pocket PC or SplashPhoto for SmartPhone), use the same procedure but click the appropriate button in step 3. See *Appendix F, G or H* for instructions on how to use the version of SplashPhoto you have installed.

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## USING FILES FROM THE CONTENT AND BONUS CDS

Your Photo Explosion program includes content CDs that contain the ready-made project templates, and photographs. You can use the ready-made templates to create many projects including business cards, certificates, photo frames, photo gifts, postcards, scrapbooks and much more. You can use the photographs to enhance and personalize the ready-made project templates or your own projects and photos. Your choices are endless.

### Disks 2 and 3 (Deluxe Only)

The ready-made project templates are on these discs. If you selected the **Custom** install option and opted not to install the Photo Explosion Templates, you need to have either *Disk 2* or *Disk 3* in the CD-ROM drive when you select and open a project. If you selected the **Complete** install option, the Installer copies the ready-made project templates on these discs to your hard drive.

### Disk 4

Additional photographs may be included with your version of Photo Explosion. You can view the photographs and additional templates using the multimedia browsing features of Photo Explosion.

### Bonus Software (Deluxe Version)

The Deluxe version of Photo Explosion includes bonus software that provides even more ways to enhance and share your photos.

- **Transform photos into a 360° panorama.**  
Easily transform a series of photos into a 360° or wide-angle panorama. Automatic photo stitching, alignment and color blending

make it easy for anyone to create professional results in minutes. Post your panoramas online or send them by e-mail and allow viewers to “walk-through” the scene. See *Appendix B: Using COOL 360* for more information.

- **Create transformations morphing one photo into another.**  
Quickly take two pictures of your choice and have them gradually blend from one into the other. It’s easy, fast and fun for both beginners and advanced users. You can save your morphs as Shockwave® Flash™, animated GIF, JPEG and other popular formats. See *Appendix C: Using Morpheus* for details
- **Create CD Slide Shows you can watch on TV.**  
Share your photos with family and friends – even those that don’t have a computer. Burn photo slide shows onto CDs that play on most DVD players. You can even add background music. See *Appendix D: Using PictureToTV* for details.
- **Create posterized photo montages using thumbnails.**  
You can create popular thumbnail image masterpieces easily by following a simple three-step, color-coded procedure to create stunning tiled images. See *Appendix E: Using Serif Montage Plus* for details.
- **Slide Shows for Palm OS®, Pocket PC and Smartphones.**  
View photos full screen or as thumbnails on your handheld or Smartphone. See *Appendix F: Using SplashPhoto on a Palm OS Device*, see *Appendix G: Using SplashPhoto on a Pocket PC*, or see *Appendix H: Using SplashPhoto on a Smartphone* for details.

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## UNINSTALLING

If you want to uninstall Photo Explosion, you should use its uninstall program. The Uninstaller will properly remove all Photo Explosion files, settings and fonts.

1. Choose **Control Panel** from the **Start** menu. This may be **Settings** ► **Control Panel** depending on your version of Windows.
2. Open the **Add** or **Remove Programs** control panel. The **Install/Uninstall** tab has a list of programs that you can remove.
3. Select **Photo Explosion Deluxe** or **Photo Explosion** and click **Add/Remove** (or **Change/Remove** depending on your version of Windows).

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## REGISTERING PHOTO EXPLOSION

Before you start enhancing your first photo or creating your first project, please take a moment to register. Once you do, you’ll be entitled to:



- **Free Technical Support:** We're committed to making Photo Explosion work for you. If you have any questions, please contact our support staff.
- **Immediate Notification of Upgrades:** You'll hear about new versions of Photo Explosion as soon as they're available.
- **Registered User Discounts:** As a registered user, you're eligible for special prices on many new products and bonus offers on our other best-selling software products.

.....  
**Note:** There is a registration button on the screen that appears when you insert the Photo Explosion Disc 1. You can register Photo Explosion before you install it.  
 .....

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## GETTING HELP

Don't panic! Our friendly technical support staff is ready to help:

- Visit our web site at [www.novadevelopment.com/main/support.html](http://www.novadevelopment.com/main/support.html) for frequently asked questions and troubleshooting tips.
- Call us at 818-591-9600. Technicians are available Monday through Friday.
- Send a fax to 818-591-8885. We will reply within one business day.
- In Europe please contact Nova Development (UK) Limited:

Phone: +44 (0)1752 202507

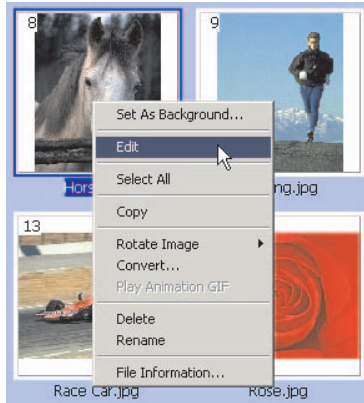
Fax: +44 (0)1752 894833

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## CONVENTIONS USED IN THIS GUIDE

- **Bold** text is used for keys, buttons, check boxes, radio buttons, menus or menu items, and text that you are directed to type.
- *Italicized* text refers to names for folders, files, disks or discs, windows, and dialog boxes. It's also used for new terms, chapter or section references, and important ideas.
- Hierarchical submenus are noted as **Submenu** ◆ **Submenu Item**. For example, the **Beautify Skin** item of the **Camera Lens** submenu would be described as "Choose **Camera Lens** ◆ **Beautify Skin** from the **Photo** menu."

- **Ctrl, Shift** or **Alt** followed by a letter means hold down that key while pressing the letter. For example, **Ctrl+S** means hold down the **Ctrl** key while pressing the **'S'** key.
- Click means click the left mouse button. Double-click means click the left mouse button twice in quick succession. Right-click means to click the right mouse button. Shift-click means hold down the **Shift** key while clicking the left mouse button.
- A shortcut menu is the menu that appears when you click the right mouse button over an object.



- Warnings, notes and tips look like this:

.....  
**Note:** You should always make backups of your work.  
.....

# Chapter 2. Using Photo Explosion 2

In this chapter, you'll find detailed instructions that explain the basic features of the Photo Explosion 2 interface. By the end of this chapter you'll be familiar with the different elements in the workspace and know how to work with objects.

## WORKSPACE OVERVIEW

The project workspace is where you view photos (Browse mode), edit your photos (Photo mode) and create projects (Project mode) in Photo Explosion. In addition to the standard Windows menu bar and the workspace viewing area, the workspace contains a *Command* panel with most of the Photo Explosion commands for accessing tools and projects, a *Toolbar* with icons depicting the most common commands, the *Mode* menu, an *Options Toolbar* for working with the contents of the *Options* panel, and a *Thumbnail Strip*.



### Menu bar

A number of commands common to Windows applications are found here — like **Save**, **Open** and **Exit**.

### Mode menu

The **Mode** menu is where you switch among **Browse**, **Photo** and **Project** modes. Browse mode is where you locate and organize files. Photo mode is where the majority of image-editing and enhancing takes place. Project mode is where you create cards and other items from templates.

<b>Command panel</b>	This area lists all the menus and tools available for the mode you are currently using. Clicking <b>Edit</b> on the <i>Command</i> panel shows or hides the <b>Edit</b> menu bar. The <i>Command</i> panel items are always available (as are the <b>Edit</b> menu titles after you click <b>Edit</b> ). These items and menu titles are gray until you click them to view the menus.
<b>Options panel</b>	This panel on the left of the workspace area displays all the different possibilities and settings available for any given function. You select pre-defined tool attributes or set user-specified tool attributes using this panel. In Browse mode or Project mode, this area shows the hierarchical folder structure for the currently opened folder.
<b>Thumbnail Strip</b>	<p>All active photos and projects appear as thumbnails on the <i>Thumbnail Strip</i> located at the bottom of the workspace. You can drag images from the <i>Thumbnail Strip</i> to add them to projects. To view an image or project quickly, double-click its thumbnail.</p> <p>At the right of the <i>Thumbnail Strip</i>, there is a thumbnail of the active image or project. Clicking this thumbnail lets you navigate around magnified images that can no longer be displayed entirely on screen.</p>
<b>Workspace Toolbar</b>	This toolbar, located above the main workspace area, has buttons relevant to the current mode and the current tool.
<b>Options Toolbar</b>	This toolbar, located above the <i>Options</i> panel, has buttons relevant to the current mode or the current tool.
<b>Setting Photo Explosion Options</b>	<p>The <b>Preferences</b> command on the <b>File</b> menu allows you to set global program options.</p> <p>In the <b>Photo Explosion</b> tab you can set:</p> <ul style="list-style-type: none"> <li>• <b>Generation quality:</b> Determines the quality of images being used. High quality yields better images but uses more memory and takes more time. Good is the default.</li> <li>• <b>Associate picture files with Photo Explosion:</b> Makes Photo Explosion the default image-editing program for all graphic files on your computer. If you open a graphic file (such as .BMP, .GIF or .JPG files), Photo Explosion will open automatically.</li> <li>• <b>Show Guide Tips:</b> Has Photo Explosion show Guide Tips (Light Bulb) for the currently selected function.</li> <li>• <b>Turn on sound effects:</b> Turns on or off sound effects associated with using the program.</li> <li>• <b>Web update checking system:</b> When you select this feature, Photo Explosion will periodically check Nova Development's web site for product updates.</li> </ul>

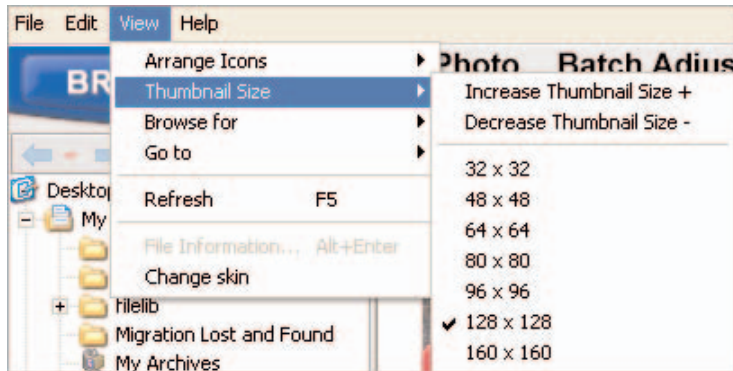
- **Enable command reminder:** Pops up a reminder at the top of each *Option* panel letting you know which command opened this set of options.
- **Monitor gamma:** Adjusts the gamma correction of your monitor to match standards.

In the **Plug-Ins** tab

- **Define additional folders for plug-ins:** Select a box at left and then type the path for (or click the **Browse** button to locate) the folder that contains additional PhotoShop®-compatible plug-ins such as Kai's Power Tools™ or Alien Skin™.

## Changing the Views

The **View** menu has commands that affect how you see the thumbnails in the workspace. The **Thumbnail Size** submenu allows you to increase or decrease the size of the thumbnails, allowing you to see fewer or more thumbnails at a time. The **Arrange Icons** submenu commands affect the order of the thumbnails. The **Browse For** submenu filters the type of media file(s) that are visible while browsing.



.....

**Note:** The filenames will not be visible for thumbnail sizes below 96 x 96. To view thumbnails that have long file names, select a larger size such as 128 x 128 or higher.

.....

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## STARTING PHOTO EXPLOSION

When you work with Photo Explosion, make sure your display is set to a resolution of at least 800x600 and either HiColor (16 bit) or True Color (24 bit) mode.

To start Photo Explosion:

- Choose **Programs ▶ Photo Explosion Deluxe ▶ Photo Explosion Deluxe**  
**or**  
Choose **Programs ▶ Photo Explosion ▶ Photo Explosion** from the **Start** menu.
- Select an option from the launch screen or, if you opted not to see the launch screen anymore, the application will launch in the mode that the application was in when you last shut down.



---

## THE DIFFERENT MODES

Photo Explosion is a cutting-edge digital photo studio that is easy to use. You use Photo Explosion for three main purposes: browsing and organizing photos, enhancing photos and creating photo-based projects. For each of these purposes Photo Explosion has a different mode of operation.

.....  
**Note:** You can save and print your work in all modes.  
.....



**Browse mode:** You use this mode to store, organize, browse and otherwise enjoy your photos, projects, video and audio files. While in this mode, you can share your photo or project albums (folders) in many different ways. You can also convert your photos from one file format to another.



**Photo mode:** This is where you will do most of your work. You'll find all the standard tools found in most image editors here, as well as many advanced features unique to Photo Explosion. It's easy to open, adjust, paint, add text, create special effects, add decorations and dress up your photos.

.....  
**Note:** When you open a photo, you're working on the original file. It's therefore safest to save the file with a new name immediately after opening it. This will prevent you from accidentally overwriting the original photo.  
.....



**Project mode:** This is where you can produce unique photo-based creations. Don't worry if you don't have your own photos to use. Photo Explosion provides you with lots of samples that can get you started. You can easily create projects such as 3D frames and crafts, photo frames, calendars, business cards and greeting cards.

---

## BROWSE MODE OVERVIEW

### What You Can Do in Browse Mode

In Photo Explosion you view thumbnails of images in Browse mode. Browse mode is arranged in a convenient way for locating multimedia files. There is a folder tree in the *Options* panel, and the selected folder's contents are viewed as thumbnails in the workspace. (Selected images are outlined in blue.)

.....  
**Note:** Photo Explosion includes Photo Explorer, digital photograph management software. If you have a lot of digital photos, you may want to use it to manage and organize them. See *Chapter 9: Managing Images with Photo Explorer* for details.  
.....

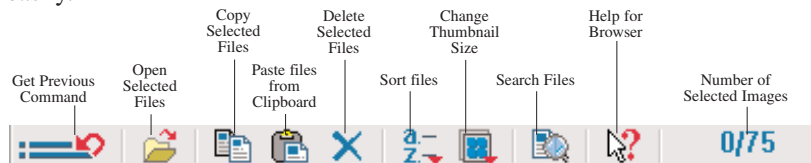
In Browse mode you can:

- Select multiple photos.
- Adjust individual photos or groups in batches. You can use this for quick enhancements or for converting files.
- Locate and open multimedia files.
- Organize multimedia files. You can easily create new folders and move files between folders.
- Print thumbnails. You can print all (or just the selected) images in a folder.
- Obtain detailed information about selected image files.

## Using Browse Mode

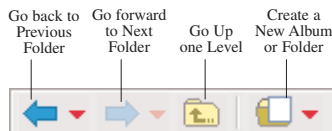
Locate and select a folder from the folder tree on the left to display the contents in the workspace.

You can arrange icons, change the thumbnail size, and specify the types of multimedia files to display using the toolbar buttons or commands on the **View** menu. An integrated search tool is also available to help you find files easily.



*Work Space Toolbar*

You can use the tools on the toolbar above the *Options* panel to move quickly among recently browsed folders.



*Options Toolbar*

Once you've located the images to edit, there are four ways to open them and switch to Photo mode:

- Double-click a thumbnail.
- With one or more thumbnail selected, click the **Open** button on the toolbar.



- Drag selected thumbnails to the *Thumbnail Strip*.
- Right-click one or more selected thumbnails and click **Edit** on the shortcut menu.

.....


**Note:** You select multiple thumbnails by pressing **Shift** (for contiguous selections) or **Ctrl** (for non-contiguous selections) while clicking the thumbnails. If you have selected more than one thumbnail, all the photos open simultaneously and appear on the *Thumbnail Strip*.

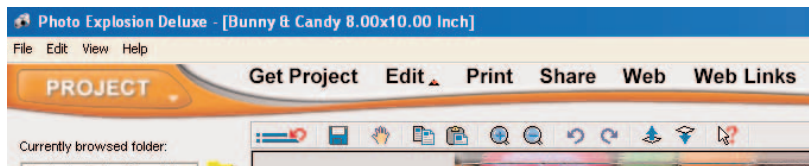
.....

## Creating a Photo Album

Photo albums are folders that contain images. One important feature of Browse mode is its ability to easily organize your photos and other images into photo albums.

To create a photo album:

1. In the left panel, locate and open the folder (or disk) to contain the new album.
2. Click the **New Album** icon on the toolbar above the left panel. 
3. Type a name for the album.
4. Move images into the album:
  - Drag thumbnails from the *Thumbnail Strip*.
  - Select and copy images from other folders or albums.
  - Use the commands in the **Get Photo** menu on the *Command* panel to acquire new images.

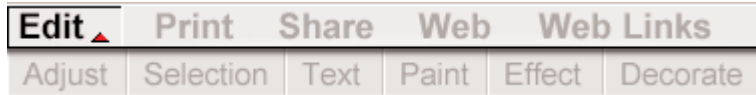


## PHOTO MODE OVERVIEW

Unless you have a darkroom in your basement, traditional print photography offers little to nothing in the way of flexibility. If a picture is less than perfect when it comes back from the developer, there's nothing you can do to fix it. Modern digital imaging, however, gives you creative freedom and the ability to fix images that were shot under less than ideal conditions. Photo Explosion's Photo mode allows you to fix, enhance, edit and transform your digital photos.

## What You Can Do in Photo Mode

When you have an image open in Photo mode, it fills the workspace. You'll find a large selection of tools to prepare your images for projects, add special effects, or just touch up your photos. The editing and enhancing tools (for example, the **Adjust** tools) are all available on the menus after you click **Edit** on the *Command* panel.



When you work with a tool, the *Options* panel on the left has default presets where you can select a balanced effect. Alternatively, with some tools you can click **Advanced mode** to view the many options for each tool, giving you fine control over the tool's attributes (like width, color and transparency). Every tool has a different set of options.

.....  
**Note:** When you open your photo in Photo mode, you are working on the original photo... not an untitled image. Therefore, you may want to save the photo with a new name to preserve the original file.  
.....

In Photo mode, you can select an area of a photo to copy that part of the image. The selection becomes a separate object. It is then independent of the rest of the base image. You can move selections and change them. You can add other objects to photos, including text, props, backgrounds and frames.

After making changes, if you want to keep objects as separate elements, save your image as a Photo Explosion file (\*.UPX) or template (\*.TPX) that you can go back and re-edit. Otherwise, save your photos as graphic files — to send your images to friends, use them on a Web Page project or open them in another program. You can select from several different graphic file formats (like \*.BMP, \*.GIF or \*.JPG). The independent objects are merged into the photo and can no longer be edited.

.....  
**Note:** To quickly access tools that you've just closed, click the **List the recently used tools** button on the toolbar.  
.....

## Enhancing a Photo (QuickStart)

Photo Explosion has many different ways for you to enhance your photos. Here's one method to give you an idea of what you can do with your photos.

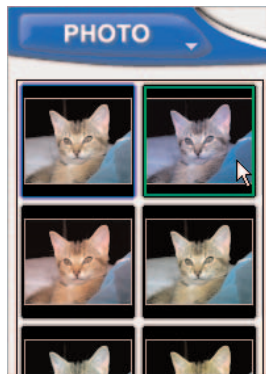
To enhance a photo:

1. Open the **File** menu and click **Open** ► **Open Photo**.

2. Locate and select the photo you want to open.

.....  
**Note:** If you don't have any photos handy at the moment, open the *Sample* folder in the *Photo Explosion Deluxe* folder or *Photo Explosion* folder on your hard disk.  
.....

3. Click **Open**.
4. Click **Edit** on the *Command* panel.
5. Open the **Adjust** menu and click **Balance Color**.
6. Select one of the preset color changes on the left.
7. Double click the **Preset** or **Select A Preset**, then Click **Apply**.



8. Click the **Close** button on the left.
9. Open the **File** menu and click **Save As**.
10. Locate and open a folder for the new file.
11. Name the file and click **Save**.

---

## PROJECT MODE OVERVIEW

### What You Can Do in Project Mode

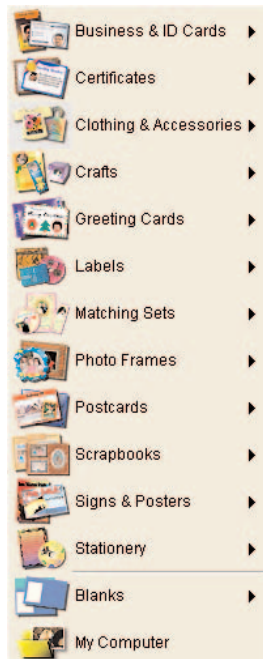
Project mode gives you a focused environment in which to create custom photo projects such as photo frames, scrapbook pages, crafts, stationery, and much more.

You open a project template by clicking an item on the **Get Project** menu on the *Command* panel. Photo Explosion has many template categories including:

- **Business & ID Cards** — including business cards, ID cards and name tags

- **Certificates** — including humorous, professional and romantic certificates
- **Clothing & Accessories** — including aprons, puzzles, t-shirts, tote bags and visors
- **Crafts** — including 3D projects, magazine covers, body switches and trading cards
- **Greeting Cards** — including invitations and announcements
- **Matching Sets** — with invitations, cards, gift tags, labels, and more that match a given theme
- **Photo Frames** — both general and holidays/occasions
- **Postcards** — business and personal
- **Scrapbooks** — including family trees, mini-albums, scrapbook pages and album covers
- **Signs & Posters** — banners, flyers and posters
- **Stationery** — letterhead, envelopes, labels and notes

Additionally, there are blanks for you to create your own projects from scratch.

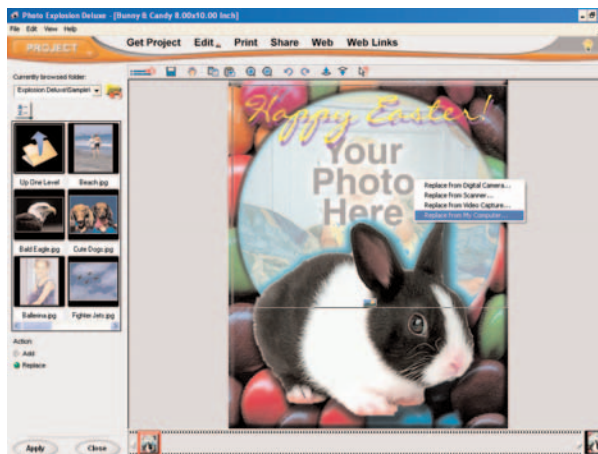


## Creating a Project (QuickStart)

Photo Explosion has many different ready-made designs for various types of projects. Here's one method for customizing a ready-made design.

To start a new project:

1. Open the **Mode** menu and click **Project**.
2. Click **Photo Frames** in the *Choose a project* screen and click **General** in the panel on the left.
3. Double-click one of the pre-designed photo frames. (You may be prompted to load one of the *Content CDs*.)
4. Click **Edit** on the *Command* panel and then choose **Add/Edit** from the **Text** menu.
5. On the *Options* panel on the left, type your name or other text in the **Text** box at the top and click **Apply**. Click **Close**.
6. Double-click the photo placeholder and click **Replace from My Computer**.



7. Double-click one of the images that appears in the *Options* panel on the left.
8. Click **Close**.
9. Choose **Save As** from the **File** menu.
10. Locate and open a folder for the new file.
11. Name the project and click **Save**.

---

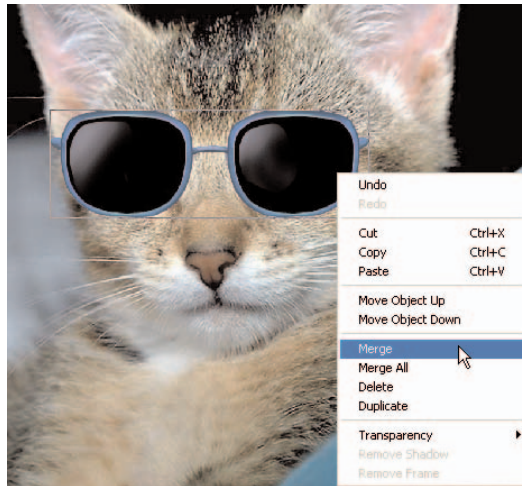
## WORKING WITH OBJECTS

Objects are self-contained components placed on images or projects. These can be frames, shadows, text, images or the background. Also, when you select a part of an image and cut it out using one of the selection tools, that part of the image becomes a separate object. Objects can be changed without altering other parts of an image. For example, they can be moved in front of or behind other objects.

Each object has its own properties and attributes. For example, a text object has size, font style and color attributes; while an image object does not have font style attributes. Often, an object's properties are accessible by right-clicking the object.

When you save an image as a \*.UPX file or a project as a \*.TPX file, each object's characteristics and attributes remain editable for future editing.

To integrate an object into an image permanently, right-click the object and choose **Merge** on the shortcut menu. Alternatively, if you want to use or view an image outside of Photo Explosion, you need to save it in a standard image format like \*.JPG or \*.BMP. An image's objects are automatically merged when you save the image in a standard image format.



### Working with Objects

You can resize, move and apply effects to one or more objects.

To select objects:

- To select a single object, click it. A box appears around the object.
- To select all the objects in an image or a project, choose **Select All (Ctrl+A)** from the **Edit** menu on the Windows menu bar.

- To select a few objects, click the first object and then **Shift-click** each additional object.

To copy a selected object or group of objects, do one of the following:

- Choose **Copy (Ctrl+C)** and then **Paste (Ctrl+V)** from the **Edit** menu on the Windows menu bar.
- Right-click the selected object and click **Copy** on the shortcut menu.  
Right-click the selected object and click **Paste** on the shortcut menu.

To delete a selected object or group of objects, do one of the following:

- Choose **Cut (Ctrl+X)** from the **Edit** menu on the Windows menu bar.  
The object goes onto the Clipboard.
- Choose **Clear** from the **Edit** menu on the Windows menu bar.
- Press the **Delete** key.

If you are working in another image-editing application, you can copy all or part of the image to the Clipboard and paste it into Photo Explosion.

To paste the contents of the Clipboard onto an image or project:

- Choose **Paste (Ctrl+V)** from the **Edit** menu on the Windows menu bar.  
The contents of the Clipboard appear in your image or project as a separate object.

To move an object:

- Select the object, move the pointer inside the object and drag the object to a new location.

## Working with Layers

When you add an object to a project, Photo Explosion puts the object in its own layer. As you add objects they get placed into layers on top of each other. You can change the order in which objects appear; for example, you can superimpose a text object on top of a picture.

To change an object's layer:



- To move an object one level forward, select it and click the **Bring Up** button on the toolbar.
- To move an object one level back, select it and click the **Send Down** button on the toolbar.

---

## SAVING PHOTOS AND PROJECTS

It is a good habit to save your work periodically to ensure that you don't have to redo everything when unexpected events happen. Keep in mind that saving a project as a \*.TPX file or saving an image as a \*.UPX file means that you will be able to edit the individual objects when you reopen the file.

To save a photo or project:

1. Open the **Share** menu on the *Command* panel and click **Save**.
2. On the *Options* panel, locate the folder where you want to save the image or project.
3. Type a file name.
4. Select a **File type** for the image or project.

.....  
**Note:** Use **BMP** and **TIF** to keep the highest level of quality; use **JPG** for photos to be used on the Web or sent by e-mail; use **UPX** to save photos or **TPX** to save projects with unmerged objects.  
.....

5. Select a **Data type** for the image or project.

.....  
**Note:** **Data type** describes how much color information is saved with the image. The more color information included in the file, the larger the file is. For the highest quality color, use **True Color**, **Indexed-256** and **Grayscale** each contain up to a maximum of 256 distinct colors or shades of gray and are generally quite small. (With .TIF files **48-bit True Color** and **16-bit Grayscale** are also available for good quality images.)  
.....

6. Click **Save**.

.....  
**Note:** Use the **Save As** command on the **File** menu to specify advanced save options — such as file quality, compression or other options that are specific for each file type.  
.....



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## OPENING EXISTING PHOTOS AND PROJECTS

There are several ways to open photos in Photo Explosion.

To open an existing photo in any mode:

1. Click **Open ► Open Photo** on the **File** menu.
2. Locate the image in the *Open* dialog box.
3. Click **Open**.

The image opens in Photo mode ready to edit.

If you are in Browse mode and you've opened the folder containing the image:

- Double-click the thumbnail.
- Select the thumbnail and click the **Open** button on the toolbar.
- Drag the thumbnail to the *Thumbnail Strip*.
- Select the thumbnail, right-click it and click **Edit** on the shortcut menu.

.....  
**Note:** When in Browse mode, you can open more than one image at a time. Select multiple images by pressing **Ctrl** (for non-contiguous selections) or **Shift** (for contiguous selections) while clicking the thumbnails.  
.....

To open an existing project while in any mode:

1. Click **Open ► Open Template File** on the **File** menu.
2. Locate the project in the *Open* dialog box.
3. Click **Open**.

The project opens in Project mode ready to edit.

To open a project in Project mode:

1. Open the **Get Project** menu on the *Command* panel and click **My Computer**.

2. Locate the folder containing the project in the *Options* panel on the left.
3. Select the project and click **Open**.  
or  
Double-click the project.

The project opens in Project mode ready to edit.

.....  
**Note:** When in Project mode, you can open more than one project at a time. Select multiple projects by pressing **Ctrl** (non-contiguous selections) or **Shift** (contiguous selections) while clicking the thumbnails.  
.....

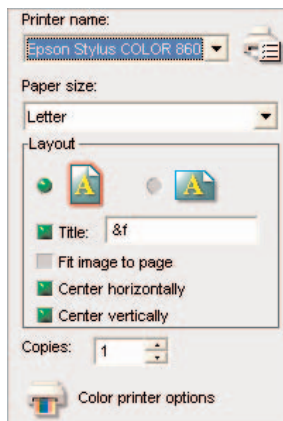
---

## PRINTING OVERVIEW

You can use Photo Explosion to print your photos and projects in many different ways. Printing normally prints one image or project on a sheet of paper. However, if you are in Browse mode and select multiple photos, Photo Explosion prints multiple pages equal to the number of photos selected.

To print one image or project onto a sheet of paper:

1. If you're in Browse mode, select an image.  
or  
If you're in Photo or Project mode, have the image or project active.
2. Open the **Print** menu on the *Command* panel and click **Normal**.
3. In the *Options* panel, select the printer you want used for this print job.



4. Select a **Paper Size**.
5. Adjust the *Layout* options.
  - Select either **Portrait** or **Landscape** orientation.
  - To add a title to the image or project, click **Title** and type a title in the box.
  - To maximize the image or project on the paper, click **Fit image to page**.
  - Set or clear the **Center horizontally** or **Center vertically** options.
6. Type the number of **Copies** or click the arrows.
7. Click **Print**.
8. Click **Close**.

You'll find more specific information about printing in *Chapter 7: Sharing Your Photos and Projects*.

---

## USING PHOTO EXPLOSION HELP

Photo Explosion features full online help including Photo Explosion Help, ToolTips, What's This Help and context-sensitive help. Also, the **Web Links** menu on the *Command* panel gives you access to other helpful information — like Frequently Asked Questions (FAQs) and program updates.

### The Help Menu

The Help menu has these items:

- **Photo Explosion Help** (F1) has general information and step-by-step instructions for Photo Explosion tasks. It also contains tips and techniques for scanning images and working with photos from digital cameras.
- **Photo Explosion Web Links** give you a quick way to get to various Nova Development web pages.
- **Online Registration** allows you to register online at any time.
- **Check for Update** to have Photo Explosion go online and check for and download any software updates.
- **About Photo Explosion** shows the version and registration information for your copy of Photo Explosion.

### Guide Tips

When a light bulb appears on the toolbar, you can click it to get information about the current mode you are in. You can turn this feature on or off in the *Preferences* dialog box

## ToolTips

If you move the cursor over an active toolbar button, you'll see a message giving you the button's functionality or its name.

## What's This Help

If you click the **What's This Help** button on the toolbar and then click an item in the workspace, you'll get additional information about that item.



## Context-Sensitive Help

When you have a dialog box on the screen and have a question about proceeding, you can get help directly from there by clicking the **Help** button.

## Web Links

Check out the Nova Development web site periodically to keep yourself up-to-date with important program news and promotions. The **Web Links** menu offers quick access to a number of useful links related to the program, and displays these web pages in the Photo Explosion workspace.

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# Chapter 3. Getting Photos and Other Images

Photo Explosion 2 allows you to easily edit and enhance your digital photos or scanned images. You can import images from other programs, import clip art images, import photos from photo CDs, download photos from the Web or from digital cameras, scan images or capture video stills. In this chapter, you learn how to get these images into the program.

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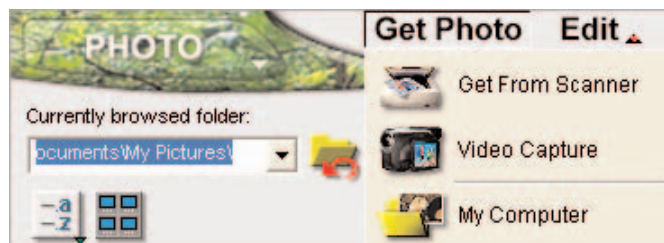
## IMPORTING CLIP ART OR OTHER GRAPHIC IMAGES

You can import images from your hard disk, from photo CDs or from clip art libraries.

To import an image from your hard disk or a CD:

1. In Photo mode, open the **Get Photo** menu on the *Command* panel and click **My Computer**.
2. In the *Options* panel, locate the folder containing the image.
3. Select one or more images and click **Open**.

.....  
**Note:** You can open more than one image at a time.  
.....



For more information, see *Chapter 10: Using Images and Installing Fonts*.

---

## UNDERSTANDING RESOLUTION

When scanning images and downloading photographs that you may want to print, you need to be aware of the images' resolution. Here are some factors to consider:

Resolution is the number of pixels per inch (or centimeter) in an image. A 600-pixel wide image at a resolution of 100 pixels/inch will be six inches wide. If you double the resolution (200 pixels/inch), the image will be half the size (three inches). Photo Explosion compensates for resolution changes. If you double the resolution, the size of the image doubles automatically. (Increasing an image's resolution will make it smaller, but above certain resolutions, your printer or even your monitor will be unable to display these changes.)

When scanning an image or taking a digital picture, consider what you want to do with the image. The highest resolution may not always be the best because the higher the resolution, the larger the image file. If an image will only be seen on screen, you may use a lower resolution without loss of viewing quality. If it will be printed, the output resolution of your printer is the determining factor. Usually scanning at 600 dpi is about the highest resolution that you would need for photographic quality printing.

The main exception to this rule is if you want to enlarge the image that you are scanning. Enlarging digital images results in a loss of quality. To limit the loss of image quality, scan the image at a higher resolution than you would normally.

When taking digital pictures, remember that if you use a higher resolution setting, your camera stores fewer pictures. If you're going to be showing the pictures online, you can easily use a lower resolution and take more pictures.

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## SCANNING

The quality of any image is dependent upon the quality of the original scan or the downloaded image. To get the best overall quality, scan your images as .TIF files.

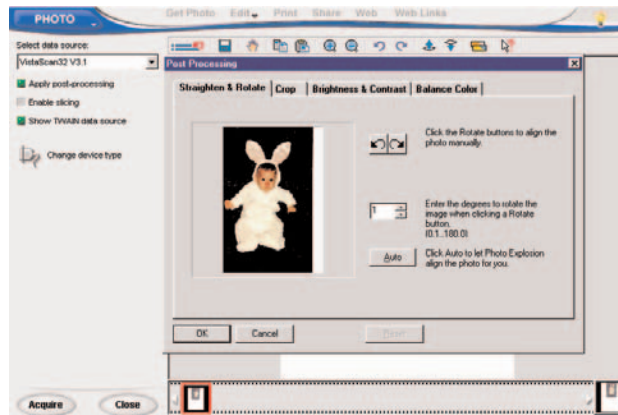
With Photo Explosion, if you have a TWAIN-compliant scanner, you can scan photos directly into the workspace. You can scan photos when in Browse or Photo mode.

.....  
**Note:** If your scanner isn't TWAIN-compliant, you'll have to scan the images using the scanner's software and then save them to your hard disk before using them in Photo Explosion.  
.....

To acquire an image from a scanner:

1. Open the **Get Photo** menu on the *Command* panel and click **Get From Scanner**.
2. Select the device type and click **OK**.

3. In the *Options* panel, select your device's driver from the **Select data source** list.
4. Type a **File name** prefix, which will be appended with a sequential number. (For example, if you use the default Pict prefix, the scanned images get named Pict001, Pict002 and so on.)
5. Select a **File type**.
6. Set other options:
  - **Apply post-processing:** Automatically make minor adjustments to the imported file, such as alignment and lighting.
  - **Enable slicing:** Scan multiple images at once and have them cut into separate files.
  - **Show TWAIN data source:** Clear this option to scan images without opening the external program (TWAIN) using the default settings.



7. Click **Acquire**.

Photo Explosion opens your scanner's software.

8. If you have **Show TWAIN data source** selected, scan the photo. (Check with the scanner's software user guide for details.)
9. Click **Close**.

---

## DOWNLOADING FROM A CAMERA

With Photo Explosion, if you have a digital camera or a digital card reader, you can download photos directly into the workspace similar to the way you scan images. You can download images when in Browse or Photo mode.

.....  
**Note:** If your digital camera isn't TWAIN-compliant, use the card reader procedure to download the photos.  
.....

To acquire images from a digital camera:

1. Open the **Get Photo** menu on the *Command* panel and click **Video Capture**.
2. In the *Options* panel, select your camera's driver from the **Select data source** list.
3. Type a **File name** prefix, which will be appended with a sequential number (for example, Pict001, Pict002 and so on).
4. Select a **File type**.
5. Select **Apply post-processing** to automatically make minor adjustments to the imported images, such as alignment and lighting.
6. Click **Acquire**.
7. Download the images. (Check with the camera's user guide for details.)
8. Click **Close**.

To download photos from a card reader or a non-TWAIN digital camera:

1. Open the **Get Photo** menu on the *Command* panel and click **Get From Digital Camera**.
2. In the panel on the left, select reader's or the camera's drive letter.
3. To place the photos in their own folder, select **Create a subfolder with name based on current time and date**.
4. To erase the images from the card, select **Delete images after successful transfer**.
5. To make sure the photos have a unique file name, select **Renumber images to ensure every file name is unique**.
6. Click **Start**.
7. Click **Close**.



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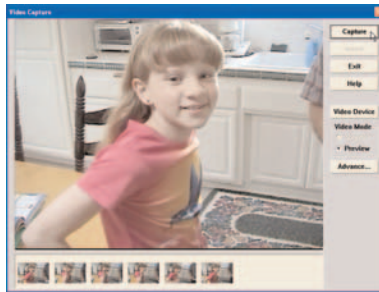
## CAPTURING VIDEO

Photo Explosion has an integrated video capture component to capture still images. You can capture video when in Browse or Photo mode.

To capture a still image from a video camera:

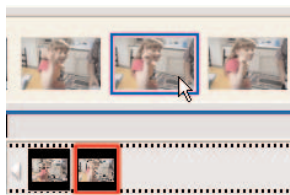
1. Open the **Get Photo** menu on the *Command* panel and click **Video Capture**.
2. If needed, select the correct driver for your video capture device from the list at the top of the *Options* panel.
3. Adjust the settings as needed in the *Options* panel.
4. Click **Import**.

The Video Capture window opens with the video playing.



5. In the *Video Capture* window, click **Capture** when you see an image you want to capture.

The image appears as a thumbnail on the bottom of the *Video Capture* window.



6. Select each thumbnail that you want to keep and click **Insert**.

The images move to the Photo Explosion *Thumbnail Strip*.

7. Click **Exit** to close the *Video Capture* window.
8. Click **Close**.

# Chapter 4. Organizing and Adjusting Your Photos


In Browse mode you can organize your photos into on-screen albums and adjust multiple images without opening a single file. You can open and view images in Browse mode. This is where you can select images to edit in Photo mode.

Browse mode is arranged in a convenient way for locating multimedia files. There is a folder tree in the *Options* panel, and the selected folder contents are viewed as thumbnails in the workspace. (Selected images are outlined in blue.)


## BROWSE MODE TOOLBARS

The Browse mode has its own toolbar with shortcuts for many of the functions available in this mode.



**Get Previous Command:** Opens a list of your most recently used commands that can be re-applied to the selected image. 


**Open:** Opens the selected thumbnails for editing. 

**Copy:** Copies the selected thumbnails to the Clipboard. You'll use this to paste the thumbnails into another folder. 

**Paste:** Pastes the contents of the Clipboard into the open folder. 

**Delete:** Deletes the selected thumbnails from the open folder. 

**Sort Thumbnails:** Sorts the thumbnails by name, by date, by size or by extension. 

**Change Thumbnail Size:** Changes the size of the thumbnails. Also allows you to switch between the list and thumbnail views. 

**Search:** Searches for a file based on its name.



**What's This Help:** Shows information about the next item clicked.



**Selected Thumbnails:** Shows the number of selected thumbnails relative to all the thumbnails in the current folder.

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**Go Back:** Returns you to the previously selected folder.



**Go Forward:** Returns you to the folder that was open before **Go Back** was clicked.



**Parent Folder:** Goes up one level to the folder that contains the current folder.

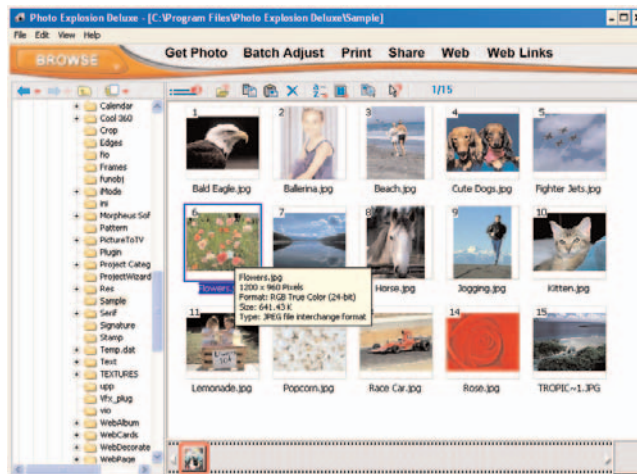


**Create a New Album or Folder:** Creates a new folder within the current folder.



## ORGANIZING YOUR PHOTOS

Once you open a folder of images, there are variety of display options available using the toolbar buttons or commands on the **View** menu. You can arrange icons, change the thumbnail size, and specify the types of multimedia files to display. You can use a search tool to help you find files easily.



## Changing the Thumbnail Size

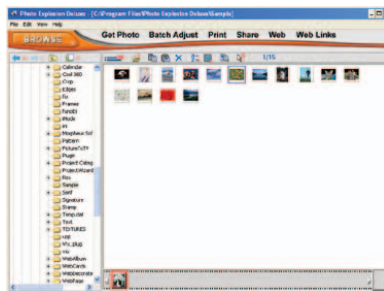
To change the size of the thumbnails in the workspace, you use the **Thumbnail Size** submenu on the **View** menu on the *Windows* menu bar or click the **Change Thumbnail Size** button on the toolbar.



- **Increase Thumbnail Size (+)**: Increases the size by one standard increment.
- **Decrease Thumbnail Size (-)**: Decreases the size by one standard increment.
- 32x32
- 48x48
- 64x64
- 80x80
- 96x96
- 128x128
- 160x160

The larger the thumbnail, the more detail you will see, but fewer thumbnails will be visible in the window.

.....  
**Note:** The filenames will not be visible on thumbnail sizes below 96x96. To view thumbnails that have long file names, select a larger size such as 128x128 or higher.  
.....



*Thumbnails 32x32*



*Thumbnails 96x96*

## Switching to and from List View

If you don't want to see thumbnails in the Browse mode workspace, you can switch to a list view that shows the file name, size, type and date information for each image.

To switch to list view:

- Click the **Thumbnail Size** button on the toolbar and click **List Mode**.

To switch back to thumbnail view:

- Click the **Thumbnail Size** button on the toolbar and click one of the thumbnail sizes.

## Rearranging Images

You can sort the images seen in Browse mode in several ways: by name, by date, by size or by extension. To rearrange the thumbnails in the workspace, you use the **Arrange Icons** submenu on the **View** menu on the Windows menu bar or click the **Sort Thumbnails** button on the toolbar.



You can use these same commands to sort the information when in list mode, but additionally, you can click the column header to arrange the items. Clicking the same header again switches the order from ascending or descending.

## Specifying the Files to Display

By default, Browse mode displays all types of multimedia files that Photo Explosion 2 recognizes. If you wish, you may limit the displayed items to image, audio or video files. You do this using the **Browse for** submenu on the **View** menu on the Windows menu bar. To view all media files again, click **All Files**.

## Moving Images Among Folders

A digital photo album is a folder or sub-folder containing images. In Browse mode you can re-organize your image files by moving them from one folder to another.

To create a new folder or album:

1. In the *Options* panel, go to the location where you want to have the folder.
2. Click the **Create a New Album or Folder** button on the *Options* panel toolbar.
3. Name the folder in the *Options* panel.



To reorganize images:

1. In the *Options* panel, open the folder that has the images.
2. Select the thumbnails of the images you want to move.
3. Click the **Copy** button on the toolbar.

4. To remove the images from this folder, click the **Delete** button on the toolbar.
5. Open the folder where you want to place the images.
6. Click the **Paste** button on the toolbar.

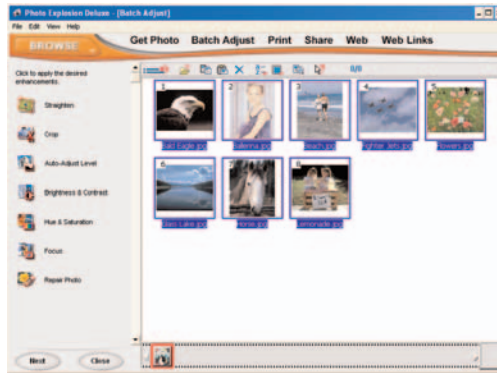
## ADJUSTING YOUR PHOTOS IN BATCHES

Photo Explosion's batch adjust feature makes editing multiple images much less time-consuming. You can enhance, rotate and convert groups of images without opening a single file.

### Enhancing Photos

To enhance multiple images:

1. Go to **Browse** mode.
2. Select the image files that you want to adjust.
3. Open the **Batch Adjust** menu and click **Enhance**.
4. Click one of the available preset enhancements.

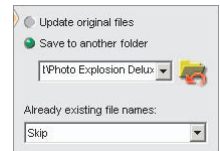


These are all automatic enhancements; there are no settings for you to adjust. You can apply multiple enhancements one at a time.

5. Click **Next**.
6. Select one of the saving options available:

**Update original files:** This will overwrite the existing files.

**Save to another folder:** This allows you to save the enhanced images in another folder using the same filename.



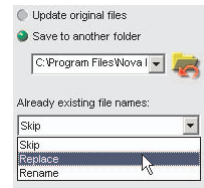
7. Select one of the options for **Already existing file names**:

**Skip:** If there is another file existing in the same folder with the same filename, then the save action is cancelled.

**Replace:** Overwrites existing files.

**Rename:** Allows you to enter a new filename for the adjusted image and save it as another file.

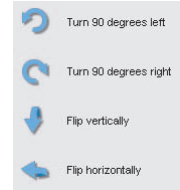
8. Click **Save** and then click **OK**.
9. Click **Close**.



## Rotating Multiple Photos

To rotate multiple images:

1. Go to **Browse** mode.
2. Select the image files that you want to adjust.
3. Open the **Batch Adjust** menu and click **Rotate**.
4. Click one of the available rotate or flip actions.



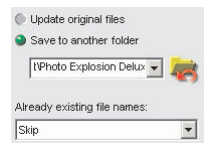
You can use multiple rotations or flips one at a time.

5. Click **Next**.
6. Select one of the saving options available.

**Update original files:** This overwrites the existing files.

**Save to another folder:** This allows you to save the enhanced images in another folder but still use the same filenames.

7. Select one of the options for **Already existing file names**:

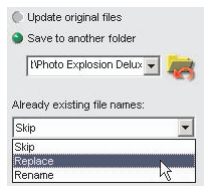


**Skip:** If there is another file existing in the same folder with the same filename, then the save action is cancelled for that image.

**Replace:** Overwrites the existing file.

**Rename:** Allows you to enter a new filename for the adjusted image and save it as another file.

8. Click **Save** and then click **OK**.
9. Click **Close**.

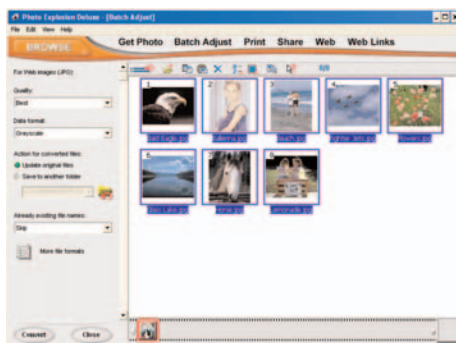


## Converting Multiple Photos

You can convert selected thumbnails to a different image file format. The available formats include .BMP, Encapsulated PostScript (.EPS), .GIF, .JPG, .TIF and others. The default conversion is to convert to .JPG files.

To convert multiple images:

1. Go to **Browse** mode.
2. Select the image files that you want to adjust.
3. Open the **Batch Adjust** menu and click **Convert**.



4. To convert to a format other than .JPG, click **More file formats**.
5. If you're converting to .JPG, set the **Quality** and **Data format**.  
or  
If you're converting to another file format, click the **Format option** button. Set the options in the dialog box and click **OK**.
6. Select an **Action for converted files**:

**Update original files:** This will overwrite the existing files.

**Save to another folder:** This allows you to save the enhanced images in another folder but still use the same filenames.

7. Select one of the options for **Already existing file names**:

**Skip:** If there is another file existing in the same folder with the same filename, then the save action is cancelled.

**Replace:** Overwrites the existing file.

**Rename:** Allows you to enter a new filename for the adjusted image and save it as another file.

8. Click **Convert** and then click **OK**.
9. Click **Close**.



# Chapter 5. Enhancing Your Photos

Photo Explosion 2 can help you create “the perfect photograph” without having to spend a lot of time or energy trying to understand photographic techniques. In Photo mode, you can correct common photographic errors such as overexposed and unfocused shots, adjust the lighting, remove redeye, adjust the color balance, and even repair your photo.

## PHOTO MODE TOOLBARS

The Photo mode has its own toolbar with shortcuts for many functions in this mode.



**Get Previous Command:** Opens a list of your most recently used commands that can be re-applied to the current image.



**Save As:** Opens the *Save As* dialog box for you to save the current image with a new name and location.



**Panning:** Allows you to view areas of the image that aren't visible in the workspace. Used when the image is magnified or is resized.



**Copy:** Copies the image or the selection to the Clipboard. You'll use this to paste the image or selection onto another image.



**Paste:** Pastes the contents of the Clipboard onto the open image.



**Zoom In:** Activates the *Zoom In* tool, which allows you to see more detail.



**Zoom Out:** Activates the *Zoom Out* tool, which allows you to see less detail.



**Undo:** Undoes the most recent change to the image. You can undo the ten most recent changes.



**Redo:** Reapplies what was just undone. You can reapply up to ten changes.



**Bring Up:** Moves the selected object forward (or upward) one level.



**Send Down:** Moves the selected object back (or downward) one level.



**What's This Help:** Shows information about the next item clicked.



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## SELECTING PARTS OF PHOTOS

When you open a photo, it becomes the base image in the workspace. You can apply global adjustments to the base image (like changing the color balance or adding artistic effects).

You may want to adjust certain areas in an image or, perhaps, remove specific areas from the image entirely. This is where the selection tools come in handy. With selections, you can modify parts of an image while leaving the base image intact.

In Photo mode, the available selection tools are on the **Selection** menu once you click **Edit** on the *Command* panel. After creating a selection area, you convert the selection into an object by dragging the selection. This new object can then be moved, edited and changed without affecting the rest of the photo. You can also cut an object and paste it onto other images or projects.

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**Note:** You can only select areas on the original base image — not any objects that are on top of the original image. If you want to select part of an object you must merge it into the base image first and then select the part that you want.

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### Selection Modes

There are three selection modes (or behaviors) available for the selection tools. You determine the selection modes after activating a selection tool, but prior to drawing the selection marquee:

- **Create a new selection:** Using this mode turns the selected area into a new object on top of the base image. You'll normally use this selection mode.  
After you draw the selection marquee, you can click **Selection tool options** and then click **Move Selection Marquee**. This allows you to drag the marquee around the image without making an object so you can select a different part of the image. To create a new object, click **Move Selection Marquee** to remove the check mark.
- **Add to the selection:** This mode allows you to draw multiple selection marquees on various parts of the image or draw overlapping and combined marquees.

- **Subtract from the selection:** If you select this mode, you can make a cut-out area inside the selected area. First draw or trace your selection marquee. Then draw or trace a second marquee inside of the first. The area inside of the second marquee will be cut out from the new object.

## Selecting an Area by Shape

The **Selection** menu becomes available after clicking **Edit** on the *Command* panel. You can choose among several different selection tools.

To select an area using a simple shape:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Selection** menu and click **Shape**.
3. In the *Options* panel, select a shape.
4. To adjust the edge of the selection area, select a **Soft edge**.

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**Note:** The leftmost value gives the most distinct edge; the rightmost gives the most feathered edge.  
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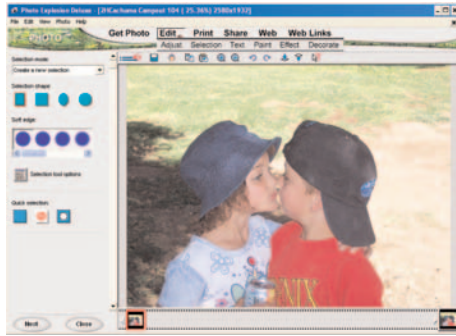
5. To use the center point to make the selection, click the **Selection tools options** and click **Draw from Center**.
6. To make an non-anti-aliased selection, click the **Selection tools options** and click **Anti-Aliasing** to remove the check mark.

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**Note:** Anti-aliasing makes diagonal edges appear smoother, but that may not be the effect you want.  
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7. In the workspace, make a selection area by dragging the cursor over the image.

The selection is outlined with a marquee and is now a separate object from the base image (unless you activated **Move Selection Marquee** in the **Selection tool options** shortcut menu).

8. Drag the selection elsewhere on the base image or drag it to the *Thumbnail Strip* to create a new image.



or

Click the **Deselect Button** to cancel the selection and remove the marquee.



or

Click **Close** to accept the selected area in the marquee or click **Next** to apply edging options or to crop the selection into a new image.

To select the entire image:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Selection** menu and click **Shape**.
3. In the *Options* panel, click the leftmost **Quick selection** button.



The whole image becomes outlined with a marquee.

4. Click the **Deselect Button** to cancel the selection and remove the marquee.

or

Click **Close** to accept the selected area as an object.

To make an inverse cutout of the image:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Selection** menu and click **Shape**.
3. In the workspace, make a selection area by dragging the cursor over the image.

The selection is outlined with a marquee.

4. In the *Options* panel, click the rightmost **Quick selection** button.

The whole image becomes outlined with a second marquee in addition to the original marquee.

- Click the **Deselect Button** to cancel selection and remove the marquees.  
or  
Click **Close** to accept the selected area.

The original selection you made is now “cut-out.”

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**Tip:** You can make a cutout quickly by drawing a marquee and pressing the **Delete** key.  
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**Note:** You can drag or copy the cut-out object into another photo and workspace. The base image or object can be placed behind the cutout to make interesting photo creations.  
 .....

## Selecting an Area Using the SmartSelect Tool

The **SmartSelect** tool works by finding the edges of an object based on the similarity of colors.

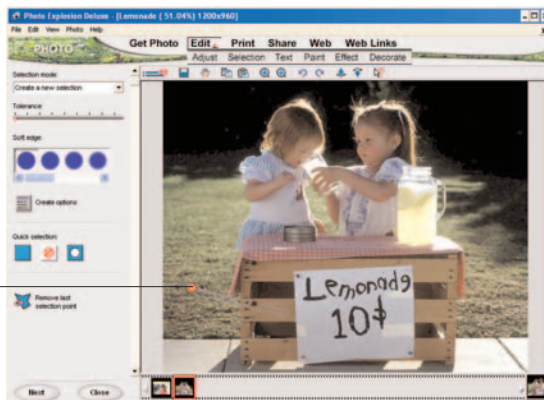
To use the SmartSelect tool:

- If necessary, click **Edit** on the *Command* panel.
- Open the **Selection** menu and click **SmartSelect**.
- On the image, click at the point where you want to begin the selection area.

You may want to zoom in to view the selection outline in more detail.

- When the **Red** button appears, click at points around the image to create the selection area.

Red Selection Button



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**Note:** If the surrounding colors are very similar to the edge colors, adjust the **Tolerance** slider in the *Options* panel. The selection sensitivity increases as you move the slider to the right.

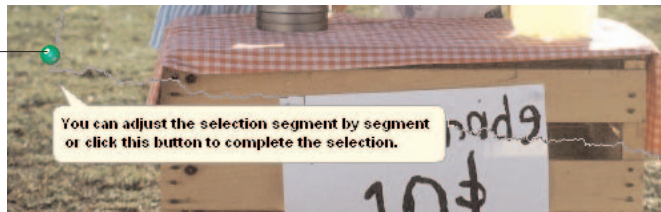
.....

5. Click the **Red** button again to close the selection.

The button then becomes **Green**.

6. To fine-tune the current selection, move the cursor over an area of the selection frame until the cursor changes to a pointing finger, and then drag to modify the selection frame.

Green Selection Button



7. When you're satisfied with the selection area, click the **Green** button to create the actual selection.

The selection outlined in the marquee is now an object.

8. Drag the selection elsewhere on the base image or drag it to the *Thumbnail Strip* to create a new image.
9. Click **Close** to cancel the tool.

## Selecting an Area by Tracing

To select an area by tracing:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Selection** menu and click **Trace**.
3. On the image, click at the point where you want to begin the selection area. Drag to create a selection shape or click to change the direction of the selection outline.
4. Double-click to finish the selection.

The selection outlined by the marquee is now an object.

5. Drag the selection elsewhere on the base image or drag it to the *Thumbnail Strip* to create a new image.

6. Click **Close** to cancel the tool.

## Selecting an Area by Color

To select an area by color:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Selection** menu and click **By Color**.
3. If you want all areas containing a specific color selected, select **Expand selection** in the *Options* panel.
4. Click a color on the image.

The tool selects the area containing that color. The selection outlined by the marquee is now an object.

5. Drag the selection elsewhere on the base image or drag it to the *Thumbnail Strip* to create a new image.
6. Click **Close** to cancel the tool.

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**Note:** If you find that your selection is not clean or does not cover the entire range of the selected color, adjust the **Similarity** value in the *Options* panel.  
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## Edging a Selection

You can add an edge effect to the current selection.

To add an edge effect to the selection:

1. Click **Next** on the *Options* panel.
2. Select an **Edge type** from the list.
3. Click **Show selected edge type presets**.
4. Double-click a preset edge type or drag it to the image.

or

To change the color of the edge type, click the **Advanced mode** button, select **Edge color** and click a single color, add a gradient, or add a texture. Click **Apply**.

5. Click **Close**.

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## EDITING IMAGES

Images often need some adjustments, especially if you've retrieved them from a digital camera or scanner.

## Trimming an Image

You sometimes get excess background in a photo or just more than the main picture. To get rid of the excess, you can trim it away.

In Photo Explosion you can trim an image in two ways: using the **Crop** command and using the **Trim** command. With the **Crop** command, you're limited to using a rectangular shape. With the **Trim** command, you can select from a variety of shapes.

To crop a photo:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Adjust** menu and click **Crop**.

A rectangle with handles appears on the image in the workspace.

3. If you want to crop the image to fit a specific standard size (like a 4x6 photo), select the size in the **Shape** list on the left.

The rectangle takes on the aspect ratio of the selected shape.

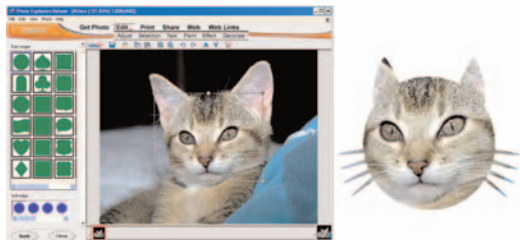
4. Move the rectangle on the image to enclose the area you want to keep.
5. Drag the square handles as needed to resize the selection rectangle.

If you've selected a specific shape, the aspect ratio is maintained as you resize the rectangle.

6. If needed, rotate the rectangle by using the circular handles.
7. To crop the image, click **Apply**.

To trim a photo:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Adjust** menu and click **Trim**.
3. Select a **Trim shape** in the *Options* panel.



4. Resize the trim shape by dragging the handles.



5. Reposition the trim shape, as needed, on the image.
6. Select a **Soft edge** value for the trim shape. (This helps the edges of the trimmed area blend more with the background.)
7. To crop the image, select the **Create a new image** box. This creates a new base image on the Thumbnail Strip using the trim shape.  
or  
To create an object using the trim shape, clear the **Create a new image** box.
8. Click **Apply**.
9. Click **Close**.

.....

**Note:** You can create your own trim shapes by cropping with a selection tool instead of using the **Trim** command. Apply one of the selection tools, click **Next** and then click the **Crop with current selection** button.

.....

## Resizing the Base Image

With Photo Explosion, you can resize your images. Remember, though, that making an image larger generally decreases the quality of the image.

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**Note:** If you enlarge the base image, any objects that haven't been merged into the base image will remain the same size. These will have to be resized manually using the **Rotate & Resize** command.

.....

To resize an image:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Adjust** menu and click **Resize**.
3. In the *Options* panel, select a **Standard** size.  
or  
Type a custom size in the **User-defined** box.

.....

**Note:** If you resize the base image using a **Standard** size, it may result in stretched or unnatural photos because the aspect ratio of the original image is not preserved. To maintain an image's aspect ratio, use **User-defined**.

.....

4. To prevent the image from stretching unnaturally, Select **Keep aspect ratio**.
5. To change the resolution, type a value or click the arrows.

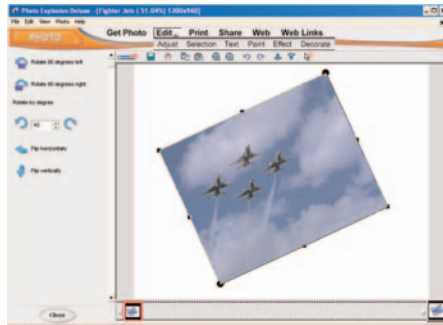
6. Click **Apply**.

7. Click **Close**.

.....  
**Note:** The image resolution determines how the image prints on paper. A lower resolution uses fewer but larger pixels to generate the image, while higher resolution uses more but finer pixels.  
.....

To do a freehand resize on the base image or to resize objects, click **Rotate & Resize**. Then drag the square handles that appear around the image. If you want to resize the image proportionally, use the two square corner handles.

## Rotating the Base Image or Objects



You may want to rotate an image to adjust the alignment of the main part of an image (for example, if your digital camera was held at an angle). Alternatively, you can flip an image to get a mirror image or turn an image upside-down.

To rotate an image:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Adjust** menu and click **Rotate & Resize**.
3. To rotate in 90° increments, click one of the buttons at the top of the *Options* panel.  
or  
To rotate the image by a specific amount, type that amount in the **Rotate by degrees** box and click either the **Rotate clockwise** or **Rotate counter-clockwise** button.  
or  
To do a freehand rotate, drag the circles on the image.
4. Click **Close**.

To flip an image:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Adjust** menu and click **Rotate & Resize**.
3. To get a mirrored image, click the **Flip horizontally** icon.  
or  
To turn the image upside-down, click the **Flip vertically** icon.
4. Click **Close**.

## Scaling the Base Image or Objects

You can adjust the size of both the base image or objects.

To re-size an image or an object:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Adjust** menu and click **Rotate & Resize**.
3. Click the base image or the object you want to resize. (This doesn't work with multiple selections.)

A bounding box appears around the image or object.

4. Drag a handle on the bounding box to change its size.
5. Select another object to resize  
or  
Click **Close**.

---

## FIXING YOUR PHOTOS

Photo Explosion has many adjustment and enhancement tools to fix up your photos or other images. Most of the adjustment tools are specific to photos — like adjusting the focus and fixing red eye. But you can use them in creative ways to adjust other images.

The available tools depend on which mode you are in. The Photo mode has most of the adjustment and enhancement tools and this is where you work with individual images. The Browse mode has tools to do batch adjustments on groups of images. The Project mode allows you to perform some enhancements on a project.

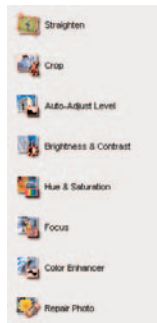
## Using SmartEnhance™

Photo Explosion has specific tools to adjust your images, but it also has some quick and easy enhancements that you can apply with the click of a button.

To automatically enhance your photos:

1. If necessary, click **Edit** on the *Command* panel.
2. In Photo mode, open the **Adjust** menu and click **SmartEnhance**.  
or  
In Browse mode, open the **Batch Adjust** menu and click **Enhance**.
3. In the *Options* panel, click each tool that you want to use.

Photo Explosion automatically finds the optimal settings for each tool and immediately changes the images when you click an icon.

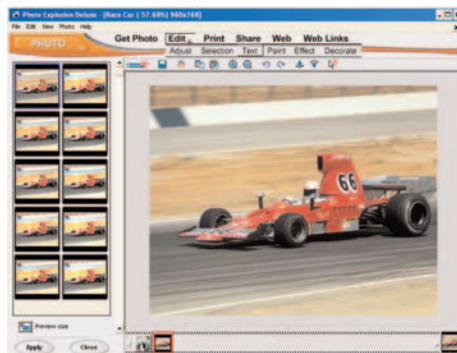


4. In Photo mode, click **Close**  
or  
In Browse mode, click **Next**, then select **Update Original Files** or **Save to Another Folder** and click **Save**.

.....  
**Note:** If you don't like a change, click the **Undo** button on the toolbar.  
.....

## Adjusting the Focus

If you have a photo or a project, that is a little blurry, you can sharpen it up by adjusting the focus. This tool is only available in Photo and Project modes.



To adjust the focus:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Adjust** menu and click **Focus**.
3. To apply a preset focus, double-click a thumbnail in the *Options* panel or drag it to the image.  
or  
Click the **Advanced mode** button and adjust the **Level** and **Range** sliders.

The preview area at the top of the *Options* panel shows the effect of the adjustments as you make them.

4. Click **Apply**.
5. Click **Close**.

## Adjusting the Lighting

You can adjust the lighting to make an image or project lighter or darker. This tool is only available in Photo and Project modes.

To adjust the lighting:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Adjust** menu and click **Lighting**.
3. To apply a preset lighting adjustment, double-click a thumbnail in the *Options* panel or drag it to the image.  
or  
Click the **Advanced mode** button and adjust the **Brightness**, **Contrast** and **Gamma** sliders.

The preview area at the top of the *Options* panel shows the effect of the adjustments as you make them.

4. Click **Apply**.
5. Click **Close**.

## Balancing the Colors

You can change the balance of the colors in your image.

To change the color balance:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Adjust** menu and click **Balance Color**.

- To apply a preset color adjustment, double-click a thumbnail in the *Options* panel or drag it to the image.  
or  
Click the **Advanced mode** button and adjust the **Cyan to Red**, **Magenta to Green** and **Yellow to Blue** sliders.

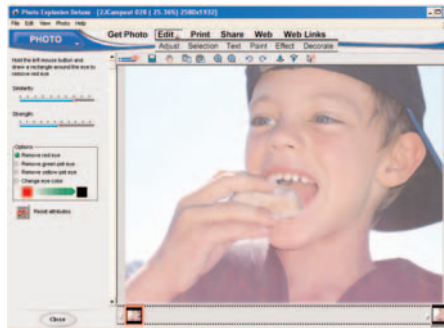
The preview area at the top of the *Options* panel will show the effect of the adjustments as you make them.

- Click **Apply**.
- Click **Close**.

## Removing Red Eye from a Photo

When you use an electronic flash for indoor photography, the retinas of human eyes sometimes reflect a red light back into the camera. In photography, this is called the red-eye effect. With Photo Explosion, you can easily remove this red-eye effect and other similar effects. (With pets, their retinas may reflect yellow or green light.) You may also use this to change the eye color. This tool is only available in Photo mode.

.....  
**Note:** To make it easier to work on eyes, press the + key to zoom in.  
.....



To remove red, yellow or green eyes or to change eye color:

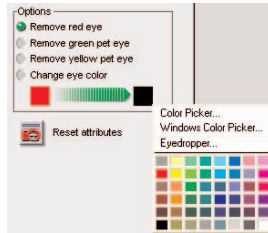
- Open an image.
- If necessary, click **Edit** on the Command panel.
- Choose **Remove Red Eye** from the **Adjust** menu.
- Move the slider to adjust the **Similarity**.

(A higher similarity replaces more shades of the selected color.)

- Move the slider to adjust the **Strength**.

(Higher strength creates a stronger, deeper color.)

- To replace a color, select the color to remove: red, green or yellow.  
or  
Select **Change eye color**. Click the left box to select a color to replace and click the right box to select the replacement color.



(If you use the default values, Photo Explosion takes the color in the eye and replaces it with black.)

- Drag to draw a rectangle around the eye in the workspace area to remove the red (or other) reflections.
- When you have finished removing the red-eye effect, click **Close**.

.....  
**Note:** Click **Reset attributes** to revert to the default settings.  
.....

## Adjusting over and under exposure

Photographs shot with a flash may cause parts of the image to be underexposed. This can create deep shadows or dark backgrounds while other parts of the photograph are overexposed and have areas that are washed out. You can use the **Fill Flash** command to correct for these problems if they occur in your photographs.

To correct for underexposed and overexposed areas:

- Open a photograph.
- If necessary, click **Edit** on the Command panel.
- Choose **Fill Flash** from the **Adjust** menu.
- Drag the sliders as needed.
  - **Fill flash:** lightens or darkens the dark areas (shadows).
  - **Enhance shadow:** darkens and lightens the light areas.
- Click **Apply**.
- Click **Close**.

---

## ADDING TEXT

Adding text is a quick and easy way to liven up any photo. Photo Explosion provides you with an extensive range of text effects that you can apply to your text to create even more unique and impressive images. The text tools are available in Photo or Project mode on the **Text** menu after clicking **Edit**.

### Adding/Editing Text

To add text to your image:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Text** menu and click **Add/Edit**.
3. In the *Options* panel, type new text in the **Text** box.
4. To change the style, click one of the **Style** buttons.
5. To change the text alignment, click one of the **Alignment** buttons.
6. To make the text vertical, click the **Display the text vertically** button.
7. To change the font, select a new font from the **Font** list.
8. To change the text color, either select a preset color or click the large color box for more options.  
or  
Click **Gradient** and then click the gradient box to set the gradient. Click **OK**.  
or  
Click **Texture** and then click the texture box to select a texture. Click **OK**.
9. Select **Enter new text** and click **Apply**.
10. Click **Close**.





To edit the text in your image:

1. Double-click the text object.
2. In the *Options* panel, change the text in the **Text** box.
3. To change the style, click one of the **Style** buttons.
4. To change the text alignment, click one of the **Alignment** buttons.
5. To make the text vertical, click the **Display the text vertically** button.
6. To change the font, select a new font from the **Font** list.
7. To change the text color, either select a preset color or click the large color box for more options.  
or  
Click **Gradient** and then click the gradient box to set the gradient.  
Click **OK**.  
or  
Click **Texture** and then click the texture box to select a texture. Click **OK**.
8. Select **Update the selected text** and click **Apply**.
9. Click **Close**.

.....  
**Note:** You can resize the text manually by adjusting the text object in the workspace.  
.....

## Transforming Text

Simply adding text to an image is often enough to attract attention, but if you really want the text to get noticed, try enhancing the text with some of the incredible effects in Photo Explosion.

Remember that before you can use any of the Text tools for creating effects, you must select the text object in the workspace by clicking it.

To transform text objects:

1. Select a text object.
2. If necessary, click **Edit** on the *Command* panel.
3. Open the **Text** menu and click **Transform**.
4. In the *Options* panel, click a transform tool.
5. If you clicked a transform tool in the lower half of the *Options* panel, drag one of the control handles around the text object.

6. Click **Close**.

## Reshaping Text

To reshape a text object:

1. Select a text object.
2. If necessary, click **Edit** on the *Command* panel.
3. Open the **Text** menu and click **Reshape**.
4. In the *Options* panel, select a reshape type from the list at the top.
5. Double-click a reshape thumbnail in the *Options* panel or drag it to the image.
6. Click **Close**.

## Adding Shadows to Text

To add a shadow to text:

1. Select a text object.
2. If necessary, click **Edit** on the *Command* panel.
3. Open the **Text** menu and click **Shadow**.
4. In the *Options* panel, click the **Add Shadow** button.
5. To change the color, select one of the preset colors or click the large color box to view more color options.
6. Select the type of edge for the shadow in the **Soft edge** area.
7. Select a **Transparency** option. (The leftmost option is the most opaque.)
8. In the workspace, adjust the position of the shadow by dragging the shadow's handle on the right.
9. Click **Close**.

.....  
**Note:** To quickly remove the shadow, select the text object, right-click it and then click **Remove Shadow** on the shortcut menu.  
.....

For more advanced enhancements, see *Advanced Special Effects for Text* in *Chapter 8: Advanced Special Effects*.

---

## WORKING WITH PAINTING TOOLS

These tools give you the opportunity to reveal your creative side. You can ‘paint’ on the image or clone parts of the image.

### Using the Brush Tool

Use the Brush tool to add personal touches to your images.

To use the Brush tool:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Paint** menu and click **Brush**.
3. In the *Options* panel, click **Shape** and select the brush shape. The default is a circular brush.
4. Click the **Options** button and click the type of brush stroke. The default is a freehand brush.
5. Adjust the size of the brush, as necessary.

.....  
**Note:** The small padlock indicates whether to maintain the aspect ratio when resizing the brush. If you click it to ‘open’ the lock, you can adjust the height and width separately.  
.....

6. Select one of the preset colors or click the large color box to view more color options.
7. Select the type of edge for the brush stroke in the **Soft edge** area.
8. Select a **Transparency** option. (The leftmost option is the most opaque.)
9. Move the cursor over the image and drag to create the brush stroke.
10. Click **Close**.

.....  
**Note:** If you don’t like the brush stroke, press **Ctrl+Z** to remove the last stroke you made.  
.....

.....  
**Tip:** To simulate airbrushing, use the **Freehand** option combined with soft edges.  
.....

## Using the Clone Tool

You use the **Clone** tool to replicate portions of the image.

To use the Clone tool:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Paint** menu and click **Clone**.
3. In the *Options* panel, click the image to clone in the **Select source photo** strip.
4. Click within the *Source photo view* area and move the crosshairs to mark a reference point on the source image. (You may want to zoom in to precisely place the crosshairs.)
5. Click the **Adjust brush attributes** icon and adjust, as necessary, and click **OK**.

(See *Using the Brush Tool* earlier in this chapter for details.)

6. Move the cursor over the image in the workspace area and drag to change the image.



An outline of the brush shape is visible inside the *Source photo view* area. Moving this outline in the source area changes the cloned area that appears on the workspace image. Use short strokes for the best effect.

7. Click **Close**.

---

## ADDING GRAPHIC ELEMENTS AND 'DRESSING UP' YOUR PHOTOS

The **Decorate** menu gives you access to ornamental effects. These are special, object-based effects such as Frames, Edges, Props, Stamps and Shadows that you can use to enhance images.

.....  
**Note:** You cannot add ornamental effects to text objects.  
.....

### Using Edge Effects

You can apply an edge effect to the entire image or to an object in an image.

To apply a regular edge effect:

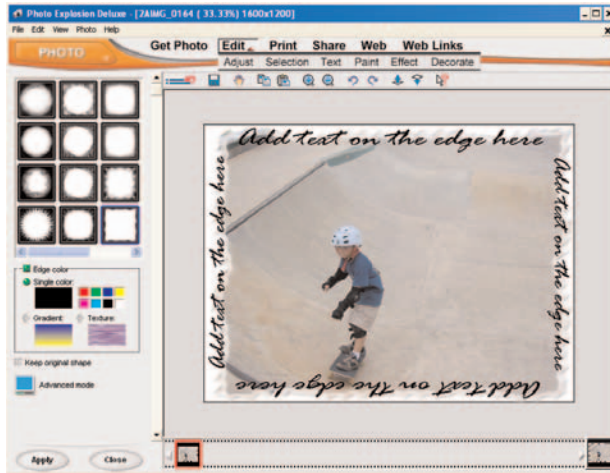
1. To apply the effect to an object, select the object.
2. If necessary, click **Edit** on the *Command* panel.
3. Click **Edges** ► **2D/Mask** or **Magic** on the **Decorate** menu.
4. Select a preset edge style.
5. To change the color of the edge effect, click the **Advanced mode** button, select **Edge color** and click a single color, add a gradient, or add a texture.
6. Click **Apply**.
7. Click **Close**.

To apply a text edge effect:

1. To apply the effect to an object, select the object.
2. If necessary, click **Edit** on the *Command* panel.
3. Click **Edges** ► **Text** on the **Decorate** menu.
4. Select a preset edge style.
5. To change the color of the edge effect, click a preset color, add a gradient or add a texture.

.....  
**Note:** You can click the large color box for more color options.  
.....

6. To set the text for the edge, click the **Advanced mode** button



7. Type the text you want to see on each edge.
8. Select the font on the **Text font** list.
9. To change the style, click a **Style** button.
10. Click **Apply**.
11. Click **Close**.

## Adding a Frame

You can add a frame to the entire image or to an object within an image.

.....

**Note:** To quickly remove a frame, select the image or object, right-click it and then click **Remove Frame** on the shortcut menu.

.....

To frame an object:

1. Select an object in the image.
2. If necessary, click **Edit** on the *Command* panel.
3. Open the **Decorate** menu and click **Frame**.
4. Double-click a frame in the *Options* panel; select a frame and click **Apply**; or drag the frame onto the object.
5. Click **Close**.

.....

**Note:** You may have to scale the object using **Rotate & Resize** to view the entire frame around an object.

.....

To frame an image:

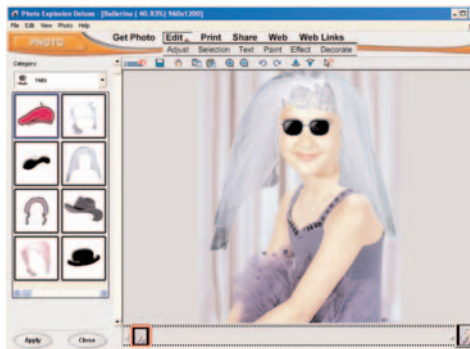
1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Decorate** menu and click **Frame**.
3. Double-click a frame in the *Options* panel; select a frame and click **Apply**; or drag the frame onto the image.
4. Click **Close**.

## Dressing up an Image Using Props

You can add clip art images using the **Props** command.

To add a prop to an image.

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Decorate** menu and click **Props**.
3. Select a prop category from the **Category** list in the *Options* panel.
4. Double-click an image in the *Options* panel; select the image and click **Apply**; or drag the image into the workspace.
5. Click **Close**.



.....

**Note:** You can rotate, resize and otherwise adjust a prop object as you would any other object in the image. See other procedures in this chapter and *Chapter 2: Using Photo Explosion 2*. You cannot, however, merge a prop to an object. It merges to the base image.

.....

## Shapes

To add a shape to an image:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Decorate** menu and click **Props**.

3. Select the **Shapes** category from the **Category** list in the *Options* panel.
4. Double-click a shape in the *Options* panel; select a shape and click **Apply**; or drag the shape into the workspace.
5. Click **Close**.

Once you have the shape on the image, you may color it or apply a fill to it as you would any object in Photo mode.

## Stamps

By using the **Stamp** tool you can place single or multiple small graphics over an image or in a project.

To place one or more stamps on your image or project:

1. Open an image or template in the workspace.
2. If necessary, click **Edit** on the Command panel.
3. Choose **Stamp** from the **Decorate** menu.
4. Select a stamp.

Stamps are arranged by categories that you can select from the list.

5. If necessary, select **Add new stamps**.
6. To add multiple copies at once over the image, select **Add multiple stamps**. Then select **Stamp in Straight lines** to place the stamps in a straight line or deselect **Stamp in Straight lines** to place the stamps in any type of order.
7. Click **Advanced Mode**.
8. Drag the **Stamp Transparency** slider to make the stamps more transparent.
9. Drag the **Stamp Resize** slider to increase or decrease the stamp size.
10. Click over the photo or project to place a stamp.  
or  
If you selected multiple stamps, drag to place the stamps.
11. Click **Close**.

To move a stamp applied to a photo or project:

1. Open an image or template in the workspace.
2. If necessary, click **Edit** on the *Command* panel.



3. Open **Decorate** and click **Stamp**.
4. Select **Move stamps**.
5. Drag the stamps already in the photo or project.
6. Click **Close**.

## Shadows

You can add a shadow to an object in your photo.

To apply a shadow:

1. Select an object in your photo.
2. If necessary, click **Edit** on the *Command* panel.
3. Open the **Decorate** menu and click **Shadow**.
4. Click the **Add Shadow** button to apply a shadow to the selected image object.
5. To change the color, select one of the preset colors or click the large color box to view more color options.
6. Select the type of edge for the shadow in the **Soft edge** area.
7. Select a **Transparency** option. (The leftmost option is the most opaque.)
8. In the workspace, adjust the position of the shadow by dragging the shadow's handle on the right.
9. Click **Close**.

.....  
**Note:** To quickly remove the shadow, select the image object, right-click it and then click **Remove Shadow** on the shortcut menu.  
.....

## Adding a Signature

A signature is hand-written text or symbols added to an image.

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Decorate** menu and click **Signature**.
3. Select the type of signature: **Graffiti** or **Handwriting**.

4. Select a preset signature from the preset window.  
or  
Click **Create a new signature** to create your own. Use your mouse or pen tablet to write your signature and then adjust the settings. Click **Save** to make the signature available in the *Preset* window.
5. Click **Apply** to apply the signature on the image.
6. Click **Close**.

.....

**Note:** You can change the color by clicking one of the **Fill** commands on the **Decorate** menu. You can rotate, resize and otherwise adjust a signature object as you would any other object in the image. See other procedures in this chapter and *Chapter 2: Using Photo Explosion 2*.

.....

## Applying Fills, Colors or Gradients

You can fill objects with patterns or colors.

To fill an object with color:

1. Select an object.
2. If necessary, click **Edit** on the *Command* panel.
3. Choose **Fill** ► **Color Fill** from the **Decorate** menu.
4. To fill with a single color, select **Single color** and click a preset color or click the large color box for more color options.
5. To fill with a gradient, select **Gradient** and click the **Gradient** box. Define the gradient direction and colors of the fill. Adjust the **Color Shift** to specify the brightness of your color fill. Click **OK**.
6. To fill with a texture, select **Texture** and click the **Texture** box. Select a texture and click **OK**.
7. Select a **Transparency** option. (The leftmost option is the most opaque.)
8. Click **Apply**.
9. Click **Close**.

To fill an object with a nature or pattern fill:

1. Select an object.
2. If necessary, click **Edit** on the *Command* Panel.

3. Choose **Fill** ► **Nature Fill** or **Fill** ► **Pattern Fill** from the **Decorate** menu.
4. Select a thumbnail.
5. Adjust the **Variation** slider to have fewer or more instances of the pattern.
6. Adjust the **Transparency** slider to make the fill more or less opaque.
7. To select a new color for the fill, click the **Pattern color** box.
8. To select a new background color, click the **Background color** box.
9. Click **Apply**.
10. Click **Close**.

.....  
**Note:** Use the **Transparency** slider to control the subtlety of the effect and to make the pattern blend more naturally with your image.  
.....

# Chapter 6. Creating Projects

In Photo Explosion 2, the Project mode is where you can create custom greeting cards, business cards, scrapbook pages, and much more. You can work with provided pre-designed templates or start from scratch using a blank template. While in Project mode, you can only open template files, but you may add image files, decorations and text to customize each project.

## PROJECT MODE TOOLBARS

### Buttons for Browsing Project Templates



**Get Previous Command:** Opens a list of your most recently used commands that can be re-applied to the current image.



**Open Selected Files:** Opens the selected project.



**Sort Files:** Sorts the thumbnails by name, by date, by size or by extension.



**Change Thumbnails Size:** Changes the size of the thumbnails.



**What's This Help:** Shows information about the next item clicked.



**Selected Thumbnails:** Shows the number of selected thumbnails relative to all the thumbnails in the current folder.

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### Buttons Available when Working on a Project

**List Recently used tools:** Opens a list of your most recently used commands that can be re-applied to the current project.



**Save this image:** Opens the *Save As* dialog box for you to save the current project with a new name and location.



**Panning:** Allows you to view areas of the image that aren't visible in the workspace. Used when the image is magnified or is resized.



**Copy the selected object:** Copies the selected object to the Clipboard. You'll use this to paste the object elsewhere.



**Paste:** Pastes the contents of the Clipboard into the project.



**Zoom In:** Activates the *Zoom In* tool, which allows you to zoom in to see more detail.



**Zoom Out:** Activates the *Zoom Out* tool, which allows you to zoom out to see less detail.



**Undo:** Undoes the most recent change to the image. You may undo the ten most recent changes.



**Redo:** Reapplies what was just undone. You may reapply up to ten changes.



**Bring Up:** Moves the selected object forward (or up) one level.



**Send Down:** Moves the selected object back (or down) one level.



**What's This Help:** Shows information about the next item clicked.



---

## WORKING WITH TEMPLATES

Coming up with a good layout for a web page, greeting card or other project can be a challenge. Fortunately, Photo Explosion includes a wide variety of ready-to-use templates so you don't have to spend time worrying about the layout. The templates come with customizable features so you can personalize a template to suit your needs.

### Opening a Template

You can open a template while in any mode by using the **Open template file** command on the **File** menu. When the template opens, you'll be in Project mode.



To open a template in Project mode:

1. If you're in Photo mode, click the **Mode** menu and switch to Project or Browse mode.

2. A Project Screen will appear and you can select a project type.  
or  
You can click the **Choose A Project** icon in the panel on the left.  
or  
In Project mode, open the **Get Project** menu on the *Command* panel, point to a category and click a project type. (You may be prompted to load a *Content CD*.)  
or  
In Browse mode, browse the folder where the templates are located and double-click to select one or make multiple selections.

The template folder opens in the workspace and displays samples of the projects.

3. To open a template, double-click it.  
or  
Right-click a template and click **Edit** on the shortcut menu.  
or  
Select a template and click the **Open** button on the toolbar.

The template opens in the workspace.

## Opening an Existing Project

You can open an existing project while in any mode by using the **Open Template** command on the **File** menu. When the project opens, you'll be in Project mode.

To open a project in Project mode:

1. Open the **Get Project** menu on the *Command* panel and click **My Computer**.
2. Locate the folder containing the project.
3. Select the thumbnail for the project.
4. Click **Open**.

The project opens in the workspace.

5. Click **Close**.

---


## CUSTOMIZING A PROJECT

After opening a pre-designed template, you are now ready to personalize it to make it your own. A template consists of several elements that can be changed. You can also change a project that has been saved as a \*.TPX file.

Here are ways to personalize your template to surprise your family and loved ones.

### Working with Text

To edit text on a template:

1. Select a text object.
2. Click the **Text Placeholder** button. 
3. In the *Options* panel, modify the text and adjust any settings.
4. In the workspace, drag the handles to resize the text.
5. Click **Apply**.
6. Click **Close**.
7. Drag the text object to reposition it.

To add text to a template:


1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Text** menu and click **Add/Edit**.
3. In the *Options* panel, type new text in the **Text** box.
4. To change the style, click one of the **Style** buttons.
5. To change the text alignment, click one of the **Alignment** buttons.
6. To make the text vertical, click the **Display the text vertically** button.
7. To change the font, select a new font from the **Font** list.
8. To change the text color, either select a preset color or click the large color box for more options.  
or  
Click **Gradient** and then click the gradient box to set the gradient.  
Click **OK**.  
or  
Click **Texture** and then click the texture box to select a texture. Click **OK**.

9. Select **Enter new text** and click **Apply**.

10. Click **Close**.

## Working with Images

To replace an image with another:

1. Select the image.
2. Click the **Image Placeholder** button. 
3. On the shortcut menu, click **Replace from My Computer**.
4. In the *Options* panel, locate the folder containing the image.
5. Select the image.
6. Make sure that **Replace** is selected in the *Action* area.
7. Click **Apply**.
8. Click **Close**.



To add a new image:

1. If necessary, click **Edit** on the *Command* panel.
2. Open the **Insert** menu and click **My Computer**.
3. In the *Options* panel, locate the folder containing the image.
4. Select the image.
5. Select **Add** in the *Action* area.



6. Click **Apply**.

7. Click **Close**.

.....  
**Note:** You may also select any active image on the Thumbnail Strip and drag it onto the project.  
.....

Also, see *Chapter 5: Enhancing Your Photos* for ways to edit and enhance images in your project.

---

## ENHANCING YOUR PROJECT

Once you get the images and text into your project, you can really get creative! Here are other ways to change the objects that make up your project:

- To move an object, select it and then drag it.
- To move an object to another layer, select the object. Right-click it and then click **Move Object Up** or **Move Object Down** on the shortcut menu.
- To adjust the transparency of the selected object, right-click and then click **Transparency** on the shortcut menu.
- To resize and rotate a text object, select it, double-click and drag the nodes.
- To reshape, transform, add a shadow or special effects of a selected text object, open the **Text** menu and click one of the items.
- To replace the background image with one from a file, digital camera, scanner or video capture, double-click the background. Click an item on the shortcut menu.
- To adjust the project's overall focus, color or lighting, open the **Adjust** menu and click one of the items.
- To add a frame, edge or shadow to the project, open the **Decorate** menu and click one of the items.
- To remove a shadow, edge or frame of the image object, right-click in the background and then click the effect on the shortcut menu that you want to remove.
- To add new objects into the existing project, open the **Decorate** menu and click **Props**.

---

## SAVING YOUR PROJECT

It is a good habit to save your work periodically to ensure that you don't have to redo everything when unexpected events happen. Keep in mind that saving a project as a \*.TPX file means that you will be able to edit the individual objects when you reopen the file. If you want to share the project with others, you'll need to save it as a standard image file.

To save a project:

1. Open the **Share** menu on the *Command* panel and click **Save**.
2. On the *Options* panel, locate the folder where you want to save the project.
3. Type a file name.
4. Select a **File type** for the project.

.....  
**Note:** Use **BMP** and **TIF** to keep the highest level of quality. Use **JPG** for photos to be used on the Web or sent by e-mail. Use **TPX** to save projects with unmerged objects.  
.....

5. Select a **Data type** for the project.

.....  
**Note:** **Data type** describes how much color information is saved with the project. The more color information included in the file, the larger the file tends to be. The highest color data type is **True Color**. **Indexed-256** and **Grayscale** each contain up to a maximum of 256 distinct colors and are generally quite small. (48-bit True Color and 16-bit Grayscale are supported in .TIF format.)  
.....

6. Click **Save**.
7. Click **Close**.

# Chapter 7. Sharing Your Photos and Projects

Once you've put the finishing touches onto your photos or projects, Photo Explosion 2 provides just what you need to share them with your friends and loved ones. There are numerous printing options as well as ways for sharing your work across the Internet.

## PRINTING

Photo Explosion has several ways for you to print your images or projects:

**Normal** — prints a single image or project onto a sheet of paper.

**Tiled** — prints several copies of an image or project onto a sheet of paper.

**Poster** — prints an enlarged version of the image or project onto several sheets of paper.

**T-Shirt** — reverses the image or poster to print onto transfer paper.

**Multiple** — prints multiple copies of an image or project onto a sheet of paper using a specific layout (for example, address labels).

Additionally, in Browse mode, you can print thumbnails or create CD covers from selected thumbnails.

## Print Toolbar

Once you choose an item from the **Print** menu, a specialized Print toolbar appears.



**Get Previous Command:** Opens a list of your most recently used commands that can be re-applied to the current image.



**Reset:** Resets the options in the *Options* panel to their default values.



**Printable Area:** Opens the *Modify Printable Area* dialog box. This allows you to precisely adjust the position of the image within the page.




**What's This Help:** Shows information about the next item clicked.



## General Printing

These general instructions apply to **Normal**, **Tiled**, **Poster** and **T-Shirt** printing.

To print:

1. If you're in Browse mode, select an image or images.  
or  
If you're in Photo or Project mode, have the image or project active.
2. Open the **Print** menu on the *Command* panel and click the printing method.
3. In the *Options* panel, select the printer you want used for this print job.
4. If you need to change any printer settings, click the **Print** icon to open the printer's *Properties* dialog box. Make any changes and click **OK**. 
5. Select a **Paper Size**.
6. Adjust the *Layout* options. See the *Layout Options* section below for details.
7. To resize the image or change its location on the printed page, adjust the image in the workspace. (This does not apply for **Tiled** or **Poster** printing.)
8. Type the number of **Copies** or click the arrows.
9. To adjust the color profile for the printer, click **Color printer options**, click **Adjust color printing settings**, select a new profile and click **OK**.
10. Click **Print**.
11. Click **Close**.

.....  
**Note:** When multiple images are selected and they don't fit on one page, use the arrow keys on the toolbar to navigate through the images or pages.  
.....

## Layout Options

The *Layout* options in the *Options* panels are print-job specific.

For **Normal** printing:

- Select either **Portrait** or **Landscape** orientation.

- To add a title to the image or project, click **Title** and type a title in the box.
- To maximize the image or project on the paper, click **Fit image to page**. (This expands the image until it touches one of the margins.)
- Set or clear the **Center horizontally** or **Center vertically** options.

For **Tiled** printing:

- Select either **Portrait** or **Landscape** orientation.
- Type the number of rows or columns you want to appear on the printed page.
- To add cutting lines to the page, click **Show cutting grid**.
- If you want to determine how the image or project gets tiled, click **Customize**. In the panel, set the image size, offset and spacing. Determine if you want to keep the original aspect ratio or not. Determine if you want to keep the original size or not. Click **OK**.

For **Poster** printing:

- Select either **Portrait** or **Landscape** orientation.
- Determine if you want to keep the original aspect ratio or not.
- Select how to resize the poster: **Percent, Inch, Cm, Pages** and adjust the values as needed.

For **T-Shirt** printing:

- Select either **Portrait** or **Landscape** orientation.
- To maximize the image or project on the paper, click **Fit image to page**.
- Set or clear the **Center horizontally** or **Center vertically** options.

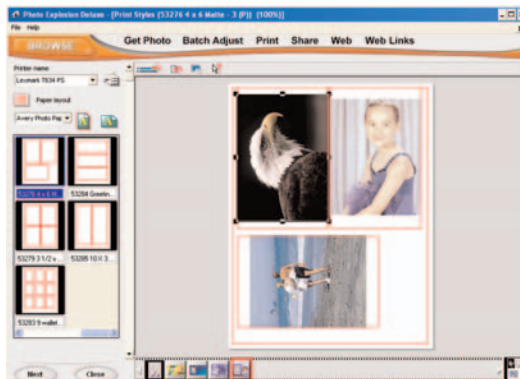
.....  
**Note:** The image or project shows reversed in the workspace.  
 .....

## Printing Multiple Items

You use the **Multiple** command on the **Print** menu to print onto specialized layout paper— such as for printing address labels, postcards and disk labels. This is also the method to use if you want to print different photos on a sheet of paper.

To print multiple items on a sheet of specialized paper:

1. If you're in Browse mode, select an image or images.  
or  
If you're in Photo or Project mode, have the image or project active.
2. Open the **Print** menu on the *Command* panel and click **Multiple**.
3. In the *Options* panel, select the printer you want used for this print job.
4. If you need to change any printer settings, click the **Print** icon to open the printer's *Properties* dialog box. Make any changes and click **OK**.
5. Select a **Paper layout** from the list.
6. Select either **Portrait** or **Landscape** orientation.
7. Select the thumbnail for the actual specialized paper (such as **KODAK Inkjet Media** or **Avery**).
8. Click **Next**.
9. Select the source target. Click **Next**.
10. Select the files you want to put into the page. Click **Next**.
11. Type the number of **Copies** or click the arrows.
12. To adjust the color profile for the printer, click **Color printer options**, click **Adjust color printing settings**, select a new profile and click **OK**.
13. Click **Print**.
14. Click **Close**.



.....  
**Note:** You can delete individual images from multiple prints and you can drag new photos from the *Thumbnail Strip* up into the sections.  
.....

## Printing a CD Cover

If you are in Browse mode, you can select several thumbnails to create a CD cover. You may want to do this if you are burning an image CD and want to see what it contains.

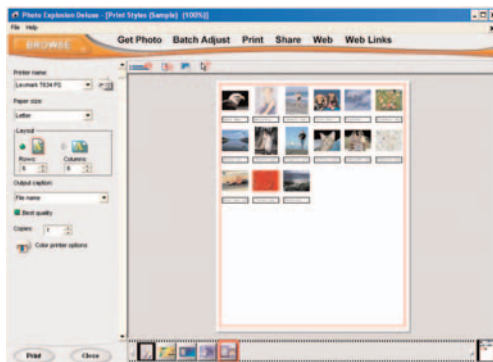
To print a CD cover:

1. If you're not in Browse mode, open the **Mode** menu and click **Browse**.
2. Select one or more images.
3. Open the **Print** menu on the *Command* panel and click **CD Cover**.
4. In the *Options* panel, select the printer you want used for this print job.
5. If you need to change any printer settings, click the **Print** icon to open the printer's *Properties* dialog box. Make any changes and click **OK**.
6. Select a **Paper Size**.
7. Select either **Portrait** or **Landscape** orientation.
8. Type a **Cover name**.
9. To change the date from the current date, type the date or click the arrow to open the Calendar to select a new date.
10. To specify the type of CD, click **CD index** and type a category. (For example, you may want to have a family photo CD or summer vacation CD.)
11. If you want the images to print faster, clear the **Best quality** box.
12. Type the number of **Copies** or click the arrows.
13. To adjust the color profile for the printer, click **Color printer options**, click **Adjust color printing settings**, select a new profile and click **OK**.
14. Click **Print**.
15. Click **Close**.


.....  
**Note:** If you select multiple images and they don't fit in one page, use the arrow keys on the toolbar to navigate through the images or pages.  
.....

## Printing Thumbnails

If you are in Browse mode, you can select several thumbnails to print. You may want to do this to catalog images as printed contact sheets.



To print thumbnails:

1. If you're not in Browse mode, open the **Mode** menu and click **Browse**.
2. Select one or more image.
3. Open the **Print** menu on the *Command* panel and click **Thumbnails**.
4. In the *Options* panel, select the printer you want used for this print job.
5. If you need to change any printer settings, click the **Print** icon to open the printer's *Properties* dialog box. Make any changes and click **OK**. 
6. Select a **Paper Size**.
7. Select either **Portrait** or **Landscape** orientation.
8. Type the number of rows or columns you want to appear on the printed page.
9. If you want each thumbnail named, select either **File name** or **(Index) File name**.  
or  
If you don't want names, select **None**.
10. If you want the images to print faster, clear the **Best quality** box.



11. Type the number of **Copies** or click the arrows.
12. To adjust the color profile for the printer, click **Color printer options**, click **Adjust color printing settings**, select a new profile and click **OK**.
13. Click **Print**.
14. Click **Close**.

.....  
**Note:** If you select multiple images and they don't fit on one page, use the arrow keys on the toolbar to navigate through the images or pages.  
.....

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## SENDING BY E-MAIL

Rather than printing an image or project, you may want to send it by e-mail to friends or family.

To send an image or project by e-mail:

1. If you are in Browse mode, select the images to send.  
or  
If you are in Photo or Project mode, have the image or project active.
2. Open the **Share** menu and click **E-mail**.
3. Select whether to send the images as an HTML e-mail or as an attachment.
4. Set the **Image Dimension** and **Quality**.
5. Click **Send**.
6. Type the address, subject and message, then click **Send**.

.....  
**Note:** Make sure you have set a default e-mail program before sending an e-mail using Photo Explosion.  
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You can also send by using the **Send To** ► **Mail Recipient** command on the **File** menu. However, you can only send the images as attachments and you cannot adjust the image dimension and quality.

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## CREATING WEB PROJECTS

In addition to the other project types, you can also create projects for uploading and viewing on the Web. Photo Explosion gives you the tools to create great-looking web pages without writing a single line of code. The Web menu has a large collection of beautiful and ready-made templates for you to choose from and lets you start creating those web masterpieces.

**Web Page** — offers various templates that allow you to share a single image over the Web. This is a very attractive and convenient way of sharing images with others.

**Web Card** — can include photos, sounds and more to send to your friends!

**Web Album** — is an electronic photo album that you can either send by e-mail or post to a web site for others to see and enjoy. (Only available in Browse mode.)

**Web Show** — provides a fast and convenient way to create your own slide show with your images on web pages. Place your photos in one of the templates and send them to your friends, save them to a disk or burn it to a CD. (Only available in Browse mode.)

.....  
**Note:** Most of these web projects consist of several files. If you are sending the project to someone and you don't know what type of computer they have, do **not** send it as a package (.EXE). The individual files will be attached and the web project can be viewed on any computer. When a web project is packaged, all the files are put together in one large file and must be broken apart on the receiver's Windows computer before viewing.  
.....

### Creating a Web Page

A web page places your image or project (as an image) into a defined web design. You can change some aspects of the web page — like add a signature or change the music, but unless you know HTML code you can't change other aspects of the design.

To create a web page in Photo Explosion:

1. Open the **Web** menu and click **Web Page**.
2. Select a **Template** category from the list.
3. Select a template and click **Next**.
4. To change the title, type in the **Title** box.
5. To add a description, select **User-defined** and type a **Description** in the box.

6. Click **Next**.
7. To add an e-mail signature, click the **Add/Change/Remove signature** button. Type the information you want to include in the **Title** area, type your **E-mail** address, type your **URL** and click **OK**.
8. To change or remove the default music, click **Add/Change/Remove background music**. Locate the folder containing the audio file and select the file in the list or click **Remove music**. Click **OK**.
9. Set the **Image quality**. The better the quality, the larger the file size.
10. To view the page, click **Preview in Browser**.
11. Click **Next**.
12. Click an output destination.
  - If **E-mail**, determine whether to send it as an HTML message or as an attachment. If you send it as an attachment, determine if you want it packaged as an .EXE file for other Windows users only. Click **Send**.
  - If **Disk**, select how to save the file. Change the **File name** if you want. Locate the disk or folder for the page. Type a name for the folder that will contain all the HTML elements. Click **Save**.
  - If **Post to Web**, assign a name for the main page. Select a web-hosting service from the list or select **Personal Account**. Type your **User name** and **Password** and, if it's your personal account, type the **FTP server** address and your **URL**. Click **Post**.
13. Click **Close**.

## Creating a Web Card

A web card places your image or project (as an image) into a defined web design. You can change some aspects of the web card — like add a signature or change the music — but unless you know HTML code, you can't change other aspects of the design.

.....  
**Note:** You cannot create a web card in Project mode.  
 .....

To create a web card:

1. Open the **Web** menu and click **Web Card**.
2. Select a **Template** category from the list.
3. Select a template and click **Next**.

4. To change existing text, double-click the text item. Change the text in the **Text** box. Select a font, a style, a size and alignment. Select a new color from the default colors or click the large color box for more color options. Click **Next**.
5. To add text, click **Add Text**. Type the new text in the **Text** box. Select a font, a style, a size and alignment. Select a new color from the default colors or click the large color box for more color options. Click **Add**.
6. To add an image, click **Add an image**. Locate the folder containing the image and select the image's thumbnail. Adjust the size using the slider. Click **Add**.
7. To replace the placeholder photo, double-click the photo. Locate the folder containing the image and select the image's thumbnail. Adjust the size using the slider. Adjust the location by dragging the image. Click **Next**.
8. To add a prop (a clip art image), click **Add decoration**. Select a category and then select the image's thumbnail. Adjust the size as needed and click **Add**.
9. To change or remove the default music, click **Add/Change/Remove background music**. Locate the folder containing the audio file and select the file in the list or click **Remove music**. Click **OK**.
10. Click **Next**.
11. Click an output destination.
  - If **E-mail**, determine whether to send it as an HTML message or as an attachment. If you send it as an attachment, determine if you want it packaged as an .EXE file for other Windows users only. Click **Send**.
  - If **Disk**, select how to save the file. Change the **File name** if you want. Locate the disk or folder for the page. Type a name for the folder that will contain all the HTML elements. Click **Save**.
  - If **Post to Web**, assign a name for the main page. Select a web hosting service from the list or select **Personal Account**. Type your **User name** and **Password** and, if it's your personal account, type the **FTP server** address and your URL. Click **Post**.
12. Click **Close**.

## Creating a Web Album

In Browse mode you can select multiple thumbnails and turn them into an electronic photo album. Photo Explosion places several of the selected images on each page.

To create a web album:

1. Open the **Web** menu and click **Web Album**.
2. Select a **Template** category from the list.
3. Select a template and click **Next**.
4. To change the title, type in the **Title** box.
5. To add a description, select one from the **Description type** list.
6. To change the order of the images, click **Change photo order**. In the dialog box, drag the thumbnails into a new sequence and click **OK**.

.....  
**Note:** You can only select as many photos as there are placeholders in the template. Each template is different.  
.....

7. Click **Next**.
8. To add an e-mail signature, click the **Add/Change/Remove signature** button. Type the information you want to include in the **Title** area, type your **E-mail** address, type your **URL** and click **OK**.
9. Set the **Image quality**. (The better the quality, the larger the file size.)
10. To view the album pages, click **Preview in Browser**.
11. Click **Next**.



12. Click an output destination.
  - If **E-mail**, determine whether to send it as an HTML message or as an attachment. If you send it as an attachment, determine if you want it packaged as an .EXE file for other Windows users only. Click **Send**.

- If **Disk**, select how to save the file. Change the **File name** if you want. Locate the disk or folder for the page. Type a name for the folder that will contain all the HTML elements. Click **Save**.
- If **CD**, change the **File name** if you want. Locate the disk or folder for the page. Type a name for the folder that will contain all the HTML elements. Click **Save**.
- If **Post to Web**, assign a name for the main page. Select a web-hosting service from the list or select **Personal Account**. Type your **User name** and **Password** and, if it's your personal account, type the **FTP server** address and your URL. Click **Post**.

13. Click **Close**.

## Creating a Web Show

In Browse mode you can select multiple thumbnails and turn them into an electronic slide show. Photo Explosion places one image on each page.

To create a web show:

1. Open the **Web** menu and click **Web Show**.
2. Select a **Template** category from the list.
3. Select a template and click **Next**.
4. To change the title, type in the **Title** box.
5. To add a description, select one from the **Description type** list.
6. To change the order of the images, click **Change photo order**. In the dialog box, drag the thumbnails into a new sequence and click **OK**.
7. Click **Next**.
8. To add an e-mail signature, click the **Add/Change/Remove signature** button. Type the information you want to include in the **Title** area, type your **E-mail** address, type your **URL** and click **OK**.
9. To change or remove the default music, click **Add/Change/Remove background music**. Locate the folder containing the audio file and select the file in the list or click **Remove music**. Click **OK**.
10. Set the *Play mode*. If you want it to autoplay, type the interval between images. If you want to control how long the images stay up, select **Manual**.
11. Set the **Image quality**. (The better the quality, the larger the file size.)
12. To view the slide show, click **Preview in Browser**.
13. Click **Next**.

14. Click an output destination.
  - If **E-mail**, the web show is sent by default as a single .EXE file that can be opened only on a Windows computer. If you don't know what type of computer the recipient has, clear the **Package to an EXE file** box so that the recipient receives individual files readable in any browser. Click **Send**.
  - If **Disk**, select how to save the file. Change the **File name** if you want. Locate the disk or folder for the page. Type a name for the folder that will contain all the HTML elements. Click **Save**.
  - If **CD**, change the **File name** if you want. Locate the disk or folder for the page. Type a name for the folder that will contain all the HTML elements. Click **Save**.
  - If **Post to Web**, assign a name for the main page. Select a web-hosting service from the list or select **Personal Account**. Type your **User name** and **Password** and, if it's your personal account, type the **FTP server** address and your URL. Click **Post**.
15. Click **Close**.

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## USING YOUR IMAGES ON YOUR COMPUTER

### Creating a slideshow screen saver

There are three ways in which you can use your images on your computer: create a slideshow screensaver, use an image as your desktop wallpaper or create an on-screen calendar.

If you are in Browse mode, you can select images to display as a screen saver.

To create a slideshow screen saver:

1. If you're not in Browse mode, open the **Mode** menu and choose **Browse**.
2. Open the folder with the images you want to use.
3. Select the images you want to include. (**Shift**-click to select contiguous images; **Ctrl**-click to select non-contiguous images.)
4. Choose **Slideshow Screen Saver** from the **Share** menu.
5. Select a **Transition Effect** from the list.
6. Set the **Delay Time** for how long each image stays on screen.
7. Click a color to select a **Background Color**.

8. To adjust the images to fit, select **Resize large images to fit the screen size**.
9. To add a title, click **Advanced mode** and type the **Subject**. Click **OK**.
10. To add sound, click **Advanced mode**. Click the **Add Sound** button, locate and select the sound file and click **Open**. Click **OK**.
11. Click **Apply**.
12. In the message box, click **OK**.
13. Click **Close**.

## Creating Desktop Wallpaper

You can set your favorite images to appear as your desktop wallpaper.

To use an image or project as your desktop wallpaper:

1. In Browse mode, select an image.  
or  
In Photo or Project mode, have the image or project active.
2. Open the **Share** menu and click **Wallpaper**.
3. Select **Use image as wallpaper** in the *Options* panel.
4. Select a display option:

**Center** — places the image in the center of your desktop.

**Tile** — places multiple copies of the image on your desktop if the image is smaller than your desktop.

**User-defined** — places the image in a defined location on your desktop.

5. If you selected **Center** and want to stretch or shrink the image to fill the desktop, click **Fit in window**.

If you selected **Tile** and want to stretch or shrink the image to fill the desktop, click **Fit in window**. Select one or more **Flip** options, if needed.

If you selected **User-defined**, type **X** and **Y offset** values from the top left corner of the screen.

6. Click **Apply**.
7. Click **Close**.



## Making a Calendar

You can use the calendar feature, available on the **Share** menu in all modes, to keep a personalized desktop calendar handy with important dates notated.

To create a desktop calendar:

1. In Browse mode, select one or more thumbnails.  
or  
In Photo or Project mode, have the image or project active.

.....  
**Note:** If you select multiple images in Browse mode, you can apply the same calendar settings to several images. This creates multiple-page calendars that have a different image on each page.  
.....

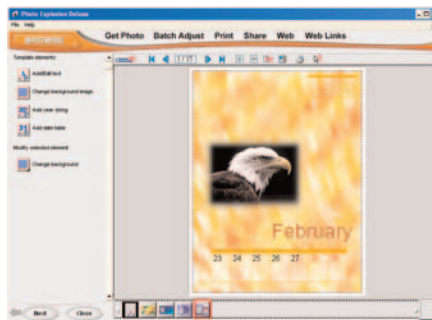
2. Open the **Share** menu and click **Calendar**.
3. In the *Options* panel, select a **Calendar type** and **Orientation**.

.....  
**Note:** There are different designs for the two different orientations.  
.....

4. Click one of the thumbnail designs and click **Next**.
5. Set the start date by the year, month or week (as applicable).

.....  
**Note:** The available dates depend on the Calendar type selected.  
.....

6. Click **Next**.
7. To add or modify design elements, click the appropriate icons.



If you clicked **Add/Edit text**, type text into the text box on the lower left side. Adjust the style and alignment as needed. Click a color box to change the related text color. Select a different font for the text. Click **OK**.

If you clicked **Change background image**, locate and select the image and click **OK**.

If you clicked **Add year string**, the current year appears in the design. (This does not apply for yearly calendars.)

If you clicked **Add date table**, it adds a week, month or year to the design.

.....  
**Note:** You can modify elements in the design by selecting and right-clicking the object. Use the commands on the shortcut menu to modify or delete design elements.  
.....

8. Click **Next**.
9. Click the icon next to the **Output destination** you want to use.
10. If you clicked **Print**, select the printer you want to use. Type the **Number of calendars** you want on each sheet. Type the **Number of copies** (sheets of paper) you want. Select a paper layout and click **Print**.

If you clicked **Disk**, locate the folder or disk where you want the calendar saved. Type a name, select a **File type**, select the **Data type**, select the **Output size** and the **Output quality**. Click **Save**.

11. Click **Close**.

You use the **Organize templates** button to store your current calendar project as a template for future use.

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## MAKING IMAGES AND ANIMATIONS FOR MOBILE DEVICES

### PDA's and Handheld Computers

Photo Explosion can prepare your images for use on PDA's, handheld computers and mobile phones that support images

Photo Explosion includes several templates that are sized for PDA's and handheld computers. While you can resize any existing image to fit the correct dimensions, these blank templates make it easy to quickly format your photos for these devices.

To open a PDA template:

1. If you're in Browse or Photo mode, open the **Mode** menu and click **Project**.
2. Open the **Get Project** menu on the *Command* panel, point to **Blanks ▶ PDA Formats**.
3. Select a blank template that matches the screen size of your PDA or handheld computer and double-click it.  
or  
Right-click a template and click **Edit** on the shortcut menu.  
or  
Select a template and click the **Open** button on the toolbar.

The template opens in the workspace.

4. Click the placeholder button to add an image.
5. Add text and other elements as with any other project.
6. Save the project in a file format that is compatible with your device's software for displaying images.

### Mobile Images & Animation (Deluxe Version)

Photo Explosion's Mobile Images feature allows you to edit and prepare images for mobile phones and similar devices that support images. These features are useful to edit and resize your images in the format required. Please note that Photo Explosion does not have the capabilities to send the graphics or animations directly to a mobile phone. The ability for your mobile device to receive images depends upon whether or not your service provider offers such features as SMS (Short Messaging Service) or similar services that can transmit images to mobile phones in the network. You will need to contact your service provider for details about your service and how to use this feature if available.

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**Note:** Visit the Photo Explosion Home Page to check for updates about mobile images.  
.....

To create an image for a mobile phone:

1. Select an image file that you want to send to and display on your mobile phone.

.....  
**Note:** If the target phone supports only black-and-white images and the dimensions of the selected image are large, crop the source image to a smaller size before you proceed. This will make the final mobile phone image clearer and finer in quality.  
.....

2. Open the **Share** menu and click **Mobile Image**.
3. Select the **Brand name** and **Phone model** of the target phone.
4. To select only a part of the image, click **Select part of the image** and use the crop selection box to mark the area that you want.  
or  
To use the whole image, click **Select the whole image**.
5. Click **Next**.
6. As needed, add a frame to your image, and insert text and other objects to the image.
7. To resize an object you just added, select it and drag the **Size** slider.
8. Click **Next**.

A preview of the mobile phone image appears.

9. Click **Disk** to save the image file or click **E-mail** to send the image as a file attachment directly to the target mobile phone.
10. Click **Close**.

To create an animation for a mobile phone:

1. Select the image you want to send to and display on your mobile phone.

.....  
**Note:** If the target phone supports only black-and-white images and the dimensions of the selected image are large, crop the source image to a smaller size before you proceed. This will make the final mobile phone animation clearer and finer in quality.  
.....

2. Open the **Share** menu and click **Mobile Animation**.

3. Select the **Brand name** and **Phone model** of the target phone.
4. Click **Next**.
5. To add one or more animation, double-click each or drag each to the image.

Each added animation has two frames.

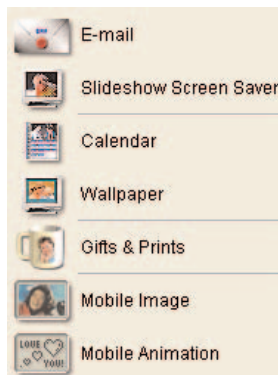
6. Drag the **Delay Time** slider to set the amount of time that each frame will be displayed. For instance, if you drag the slider to 5 seconds, a frame shows for 5 seconds before the next frame appears.
7. After adding an animation, drag the **Size** slider to adjust its dimensions.
8. Click **Next**.

A preview of the mobile phone animation appears.

9. Click **Disk** to save the animation file or click **E-mail** to send the animation as a file attachment directly to the target mobile phone.
10. Click **Close**.

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## GIFTS AND PRINTS



### Creating Photo Gifts

Turn your precious memories into unique photo gifts. In Photo Explosion you can turn your photos or projects into great personalized gifts. Create photo gift projects by choosing **Gifts and Prints** from the **Share** menu.

After creating the photo gift, use the **Gifts and Prints** command in the **Share** menu to link to the web site for instructions and detailed information. You can order such items as photo mugs, t-shirts, purses, key chains, photo nightlights and dozens of other photo gifts. These make great birthday and holiday presents.

# Chapter 8. Advanced Special Effects

Photo Explosion 2 has some advanced special effects that you can apply to images. After clicking **Edit**, you can use items on the **Effect** menu to apply static special effects. Additionally, you can apply animations using the **Web** menu commands.

## ADVANCED SPECIAL EFFECTS FOR IMAGES

Photo Explosion's **Effect** menu offers a variety of enhancement tools and special effects that can enliven your images. You can only apply these special effects in Photo mode.

.....  
**Note:** If you've added props to your image, you need to save the file and merge the props into the image before you can apply any of these special effects to the entire photo.  
.....

### Artistic Transformations

Photo Explosion includes artistic transformation where your image can mimic such media as a watercolor, an oil painting, a colored pencil drawing or a charcoal drawing.

To add artistic effects:

1. If necessary, click **Edit** on the *Command* panel.
2. Choose **Artist** ► *an artistic style* from the **Effect** menu.
3. Double-click a thumbnail in the *Options* panel or drag it onto the image.
4. To adjust the special effect, click the **Advanced mode** button and adjust the available options.
5. Click **Apply**.
6. Click **Close**.

.....  
**Note:** Try mixing the artistic effects on your images.  
.....

## Applying a Lens Effect

The **Lenses** submenu allows you to mimic using special camera lenses and filters to adjust your image. Also, you can add a spotlight using the **Lenses** submenu.

To apply a lens effect:

1. If necessary, click **Edit** on the *Command* panel.
2. Choose **Lenses** ► *a lens effect* from the **Effect** menu.
3. Double-click a thumbnail in the *Options* panel or drag it onto the image.
4. To adjust the special effect, click the **Advanced mode** button and adjust the available options — usually by dragging the **Level** slider.
5. Click **Apply**.
6. Click **Close**.

To apply a spotlight:

1. If necessary, click **Edit** on the *Command* panel.
2. Choose **Lenses** ► **Spotlight** from the **Effect** menu.
3. Double-click a thumbnail or drag it onto the image.
4. To adjust the special effect, click the **Advanced mode** button.
  - On the preview image, drag the red ball to change the light source; drag the green ball to change the direction of the light.
  - On the light control display, drag the red ball to change the light source location; drag the green balls to change the diameter of the spotlight effect.
  - Drag the **Exposure** slider to change the strength of the light source.
  - Click the **Ambience** color box to change the color; drag the slider to change the amount of ambient light.
  - Click the **Brightness** color box to change the color; drag the slider to change the strength of the spotlight.
5. Click **Apply**.
6. Click **Close**.

## Sharpening Your Image

The **Sharpness** submenu allows you to adjust the edges of your photo's elements. In addition to sharpening, you can also blur the edges.

To sharpen or blur an image:

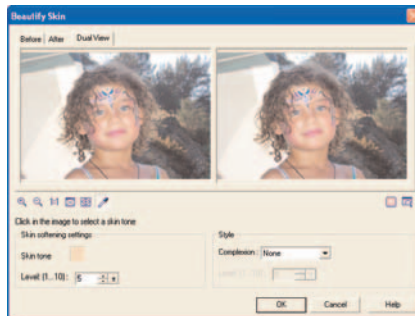
1. If necessary, click **Edit** on the *Command* panel.
2. Choose **Sharpness** ▶ *a sharpening effect* from the **Effect** menu.
3. Double-click a thumbnail in the *Options* panel or drag it onto the image.
4. Click **Close**.

## Working with Photographic Effects

You can enhance your photographs with effects that professional photographers use. When working in a photographic effects dialog box, the effects are not cumulative, so you can try applying different settings.

To apply photographic effects:

1. Open a photograph.
2. If necessary, click **Edit** on the Command panel.
3. Open the **Effect** menu, point to **Photographic** and click an enhancement:
  - **Beautify Skin:** Retouches skin areas by removing blemishes, softening skin tones and changing the complexion.



— **Diffuse Glow:** Lightens the main subject of the photo and produces a softening and lightening effect.

— **Gradient Filter:** Adds a wash of color that gradually disappears over the photo.

— **Star Filter:** Adds sets of rays of light over the photo.



4. Adjust the settings in the dialog box as needed.
5. Click **OK**.

## Adding Particles to an Image

The **Particle** submenu adds decorative particles over your image. These include natural items like snowflakes, rain, bubbles and stars.

To add particles to your image:

1. If necessary, click **Edit** on the *Command* panel.
2. Choose **Particle** ► *a particle type* from the **Effect** menu.
3. Double-click a thumbnail in the *Options* panel or drag it onto the image.
4. To adjust the special effect, click the **Advanced mode** button and adjust the available options — usually the amount, size, color and style of the particles.
5. Click **Apply**.
6. Click **Close**.



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**Note:** In **Advanced** mode, if you select a star, bubble or firefly, you can edit individual elements. Select one and adjust the options to the desired settings. To clear the selection from the current element, click elsewhere in the preview window or click the **Deselect** button.

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## Warping an Image

The **Warp** submenu allows you to distort an image in strange ways.

To apply a warp effect:

1. If necessary, click **Edit** on the *Command* panel.
2. Choose **Warp** ▶ *a warp effect* from the **Effect** menu.
3. Double-click a thumbnail in the *Options* panel or drag it onto the image.
4. To adjust the special effect, click the **Advanced mode** button and adjust the available options.
5. Click **Apply**.
6. Click **Close**.

## Applying Odd Effects

Use the **Special** submenu to apply unusual effects — like adding a page edge, mimicking a puzzle or mosaic, applying a wind effect or embossing the image.



To apply an unusual effect:

1. If necessary, click **Edit** on the *Command* panel.
2. Choose **Special** ▶ *a special effect* from the **Effect** menu.
3. Double-click a thumbnail in the *Options* panel or drag it onto the image.
4. To adjust the special effect, click the **Advanced mode** button and adjust the available options.
5. Click **Apply**.
6. Click **Close**.

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## ADDING ANIMATION (DELUXE VERSION)

There are three types of animations available with Photo Explosion that you can apply to your images: Kaleidoscope, Fireworks and Magic Cube. You can apply these and then use the animated graphics in your web projects or just save them as animated images.

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**Note:** When saving the animation as a .GIF animation file, you can increase the number of frames to create smoother animations, but realize that this will result in a larger file.  
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### Creating a Kaleidoscope Effect

This effect creates multiple and spiraling images similar to what you see in a child's kaleidoscope.

To add a kaleidoscope effect:

1. In Photo mode, open the **Web** menu and click **Kaleidoscope**.  
or  
In Browse mode, select a thumbnail and then open the **Web** menu and click **Kaleidoscope**.
2. In the *Options* panel, select a preset thumbnail.
3. To view the animation, click the **Play** button on the toolbar. Click the **Stop** button to return to the regular workspace view.
4. To customize the kaleidoscope effect, click **Advanced mode**. In the *Options* panel, select a type of kaleidoscope pattern. In the **Adjust pattern** area, customize the selected pattern by dragging the control points or nodes found within a boxed region, which determines the size, shape, and position of the Kaleidoscope pattern.
5. Click **Next**.
6. Click an output format.
7. If you clicked **GIF animation file**, locate the folder where you want to save the file. Type a file name and click **Save**.  
or  
If you clicked **Output to a Web page**, go to *Creating a Web Page* to see instructions.
8. Click **Close**.

## Applying the Fireworks Effect

A fireworks effect adds one or more exploding fireworks to your image.

To add a fireworks effect:

1. In Photo mode, open the **Web** menu and click **Fireworks**.  
or  
In Browse mode, select a thumbnail and then open the **Web** menu and click **Fireworks**.
2. In the *Options* panel, select a preset thumbnail.
3. To view the animation, click the **Play** button on the toolbar. Click the **Stop** button to return to the regular workspace view.
4. Click **Next**.
5. Click an output format.
6. If you clicked **GIF animation file**, locate the folder where you want to save the file. Type a file name and click **Save**.  
or  
If you clicked **Output to a Web page**, go to *Creating a Web Page* to see instructions.
7. Click **Close**.

## Applying the Magic Cube Effect

In Browse mode, you can select up to six (6) images to use in creating a magic cube animation.

To add a magic cube effect:

1. In Photo mode, open the **Web** menu and click **Magic Cube**.  
or  
In Browse mode, select one to six thumbnails and then open the **Web** menu and click **Magic Cube**.
2. In the *Options* panel, select a preset thumbnail.
3. To view the animation, click the **Play** button on the toolbar. Click the **Stop** button to return to the regular workspace view.

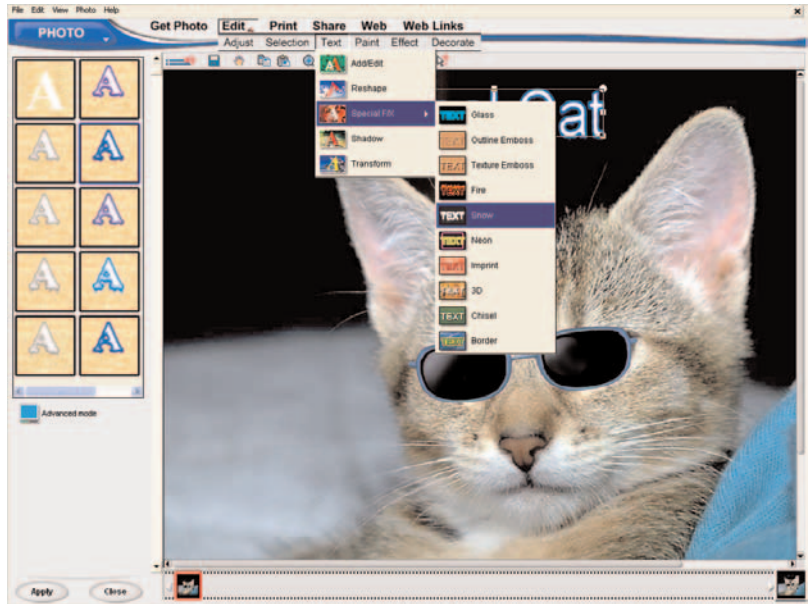


4. To customize the magic cube effect, click **Advanced mode**. In the *Options* panel, drag the **Border** slider to thicken the borders. Click a color box to change to a different color. To change the overall color, click **Apply color tint**. To remove the background, click **Transparent background color**.
5. Click **Next**.
6. Click an output format.
7. If you clicked **GIF animation file**, locate the folder where you want to save the file. Type a file name and click **Save**.  
or  
If you clicked **Output to a Web page**, go to *Creating a Web Page* to see instructions.
8. Click **Close**.

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## ADVANCED SPECIAL EFFECTS FOR TEXT

You can apply special effects to text objects in both Project and Photo modes. These effects include such things as embossing, chiseling, adding borders and creating 3D text.



To apply a text effect:

1. Select a text object.
2. If necessary, click **Edit** on the *Command* panel.
3. Choose **Special F/X** ▶ *a special effect* from the **Text** menu.
4. Double-click a thumbnail in the *Options* panel or drag it onto the text object.
5. To adjust the special effect, click the **Advanced mode** button and adjust the available options.
6. Click **Apply**.
7. Click **Close**.

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# Chapter 9. Managing Images with Photo Explorer

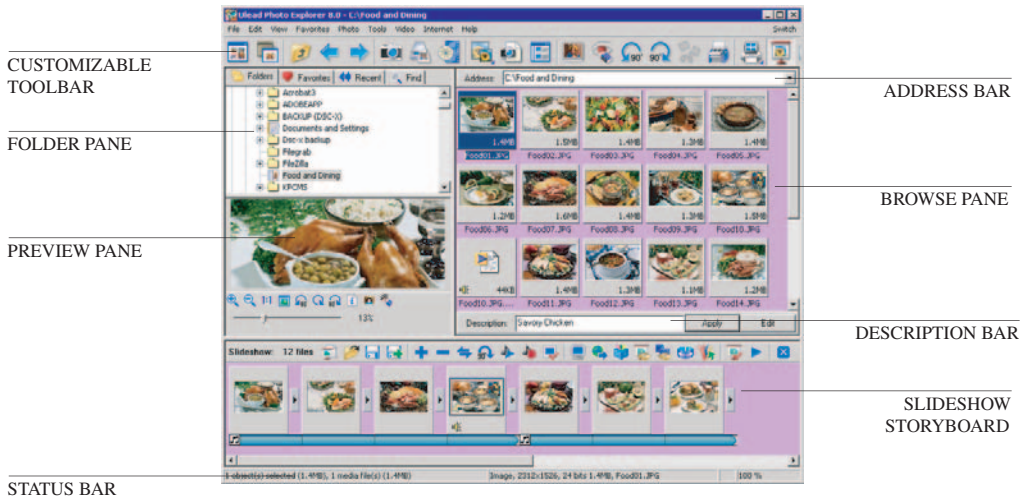
You can use Photo Explosion 2 to manage your image and multimedia files in Browse mode. As an alternative, if you have many images or multimedia files, you can create albums (folders of image or multimedia files) with Photo Explorer to even better help you organize and work with your files. Photo Explorer combines tools for acquiring, viewing, organizing, adjusting and printing digital images in a single easy-to-use interface. You store your images on your hard disk or removable media as you would normally. With Photo Explorer, you can quickly and conveniently browse through your photos and make minor adjustments to them (like rotating them or removing red eye). If you find that you want to edit the photos extensively or require more control over enhancements, open Photo Explosion and work on the images in Photo Explosion.

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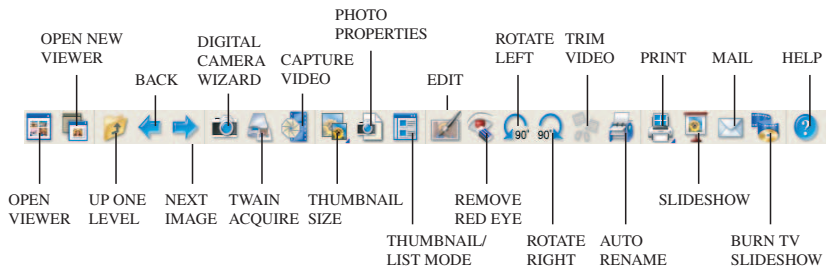
## THE PHOTO EXPLORER WORKSPACE

You browse, preview and manage the image and multimedia files in your computer by using the Photo Explorer browser. In the browser window you can preview images and play sound, video or even GIF animation files without actually opening them. You can also bring images, videos and sound together to make a slide show.

The browser has a *Toolbar*, *Status* bar and *Description* bar that you may show or hide in addition to several resizeable panes for viewing files and folders. The *Folder* pane shows the files and folders on your computer as a hierarchical tree. The *Address* bar shows the full path of the selected folder. The *Browse* pane shows thumbnails of the images and representations of other files in the selected folder. The *Preview* pane shows a larger version of the currently selected thumbnail. If you choose the **Slideshow** command from the **Tools** menu, a *Slideshow Storyboard* appears below the *Preview* and *Browse* panes.

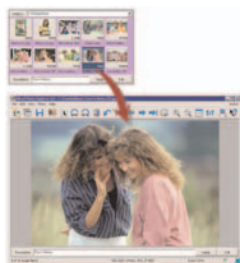


The *Status* bar at the bottom of the Photo Explorer window gives information about the currently selected file. With the *Description* bar you can add textual information to a selected image. The customizable *Toolbar* has buttons that are shortcuts for common commands.



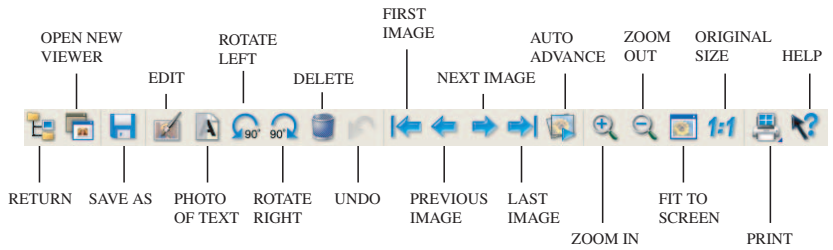
With Photo Explorer's built-in viewer, you see a full-size view of a thumbnail, make minor adjustments to the image and copy an image to use in other programs.

The viewer has a customizable *Toolbar* that is similar to the browser's toolbar, but it's commands are for viewing and working with a single image.



*Photo Explorer's built-in viewer*

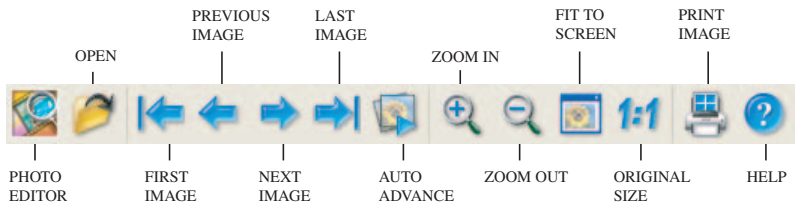




You may also use the Instant Viewer, an integrated utility, to open more than one image at a time to compare them. Each image you open will be in a separate window. You can also associate file types like JPG, GIF and BMP image files so that they will automatically display in the Instant Viewer when you double-click them on your computer. The Instant Viewer toolbar is similar to Photo Explorer's viewer toolbar, but it is not customizable.

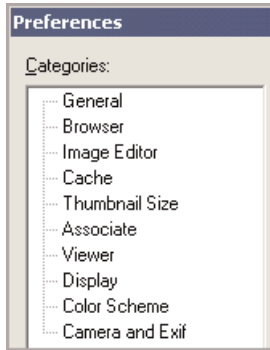


*Instant Viewer windows*



## Customizing Photo Explorer

Photo Explorer provides many options that can change the look and feel of what's on-screen to suit your needs. You can also make Photo Explorer the default image viewer and editor or configure other programs to open and edit your images.



You use the **Preferences** command on the **File** menu to define settings specific to Photo Explorer. The *Preferences* dialog box lists different categories that determine the behavior of Photo Explorer, its overall appearance and the way thumbnails and images are presented. You can also configure settings specific to your digital camera. Click a category to view and change its settings in the *Preferences* dialog box.

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**Note:** If you often perform only simple edits with your photos, use Photo Explorer as your image editor. To make Photo Explorer your default image viewer and editor, select the **Associate** category and set the image file formats to automatically open in Photo Explorer.

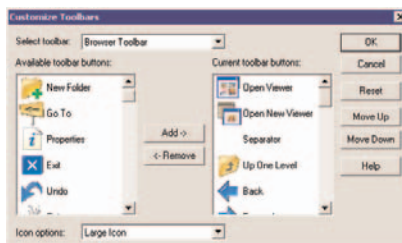
.....

The **View** menu provides commands that determine the layout of Photo Explorer as well as thumbnail display settings. Use the commands to change the way files are displayed and organized so that you can quickly identify your files.

For quicker access to your favorite Photo Explorer commands, you can add them as buttons on the browser and viewer toolbars and even arrange their order.

To add toolbar buttons:

1. Select **Customize Toolbars** from the **File** menu.



2. From the **Select toolbar** list, select a toolbar.
3. In the **Current toolbar buttons** list, click the button before which the new button will be inserted.
4. In the **Available toolbar buttons** list, select a new button to add.
5. Click **Add** to include the new button to the selected toolbar.
6. Select the button size you want from the **Icon options** list. Select **Small Icon** if your computer display is at 800 x 600 or lower or if the toolbar buttons do not completely fit in the Photo Explorer window.
7. To change the order of toolbar buttons, select a button in the **Current toolbar buttons** list and click the **Move Up** or **Move Down** button.
8. To remove a button, select the button in the **Current toolbar buttons** list and click **Remove**.
9. Click **Reset** to change the selected toolbar back to its default form.
10. Click **OK**.

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**Tips:**

- You may access commonly used commands from shortcut menus. When adding buttons to the toolbar, you may consider adding only those that are not listed in shortcut menus.
  - To display toolbar buttons with clear label descriptions, choose **Toolbars** from the **View** menu and select **Text labels**.
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## ACQUIRING IMAGES

With Photo Explorer, you can transfer photos from a digital camera to your computer. If you have a scanner, you can also transform photo prints or documents into images directly in Photo Explorer. Once you have the images in your computer you can easily rename the files and resequence them based on your own numbering scheme.

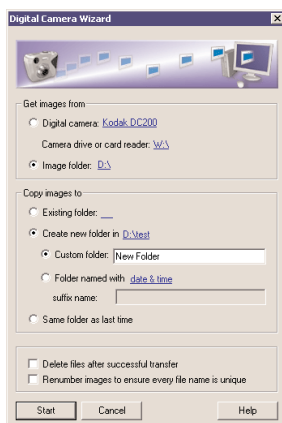
In Photo Explorer, using the **TWAIN Acquire** command is better for getting images from a scanner. For digital cameras, use the **Digital Camera Wizard** command instead. In most cases, JPEG images from a camera will be decompressed and resaved with some loss of image quality through TWAIN transfers. Also, Exif camera information embedded in the JPEG files will be lost. You can use the *Digital Camera* wizard with most cameras to avoid TWAIN transfers.

## Using the Digital Camera Wizard

Camera Memory Card Detector is a program that auto-detects digital camera connection or the presence of a memory card. You can activate or deactivate the Camera Memory Card Detector in the *Preferences* dialog box. To have Photo Explorer detect a camera or memory card, select the **Browser** category and select **Automatically detect digital camera or memory card**. Once selected you have Photo Explorer to automatically open either the **Open Digital Camera Wizard** or **Open camera folder in Browse Pane**.

To get images using the *Digital Camera* wizard:

1. Choose **Digital Camera Wizard** from the **File** menu.



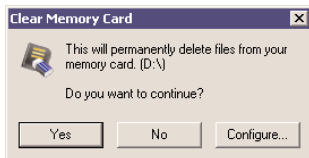
2. Select a *Get images from* option and click the link next to the selected option to select the specific imaging device.

**Digital camera:** Allows you to select your digital camera model. If your camera is not listed, select **Generic**.

**Camera drive or card reader:** Select this option if your digital camera or card reader is detected by Windows as a removable drive. The digital camera or card reader will be indicated by a drive letter just like any disk drive.

**Image folder:** Select to manually select an image folder (in a memory card, disc or local drive) from which to copy images.

3. In the *Copy images to* section, specify the folder to save your images.
4. To remove the images from the card after transferring, select **Delete files after successful transfer**.
5. To rename images after transfer and avoid having files with duplicate file names, select **Renumber images to ensure every file name is unique**.



6. Click **Start** to transfer images.

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**Notes:**

- Photo Explorer can read any flash memory card format that follows the JEIDA DCF system.
  - You can only use the **Delete files after successful transfer** if the card reader or camera support this feature.
  - **Clear Memory Card** from the **File** menu also deletes images in a specific folder in your digital camera or removes everything in your memory card drive. Click the **Configure** button to open the *Select Image Source* dialog box and select the source device in which to delete images.
- .....

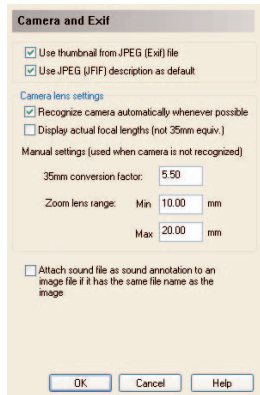
## Viewing digital photo information

If you have JPEG (Exif) images transferred from a digital camera, the camera settings used at the time when taking photos are stored in the JPEG files. Choose **Photo Properties** from the **File** menu to see a summary listing of camera settings or choose **Image Properties** ► **Camera Information (Exif)** from the **File** menu to view the complete information. Whether you are a professional or novice photographer, having access to this information lets you understand more about your camera and allows you to take better photos.

To make it easier for people to understand the focal lengths of digital cameras, manufacturers often quote the camera lenses on a “35mm equivalent” scale since this is more widely understood by photographers. For any digital camera, there is a certain multiplication factor that converts to this scale. (For example, 5.55 is the conversion factor used by the Canon S10 digital camera.)

For most digital camera models, Photo Explorer can report the correct 35mm equivalent zoom length values automatically because it knows the correct conversion factors. For cameras that it cannot identify automatically, Photo Explorer will show an asterisk beside the zoom value. For example, you might see Zoom (Focal length): 41mm (equiv.) \*. In these cases, you will need to type the appropriate **35mm Conversion factor** in the *Preferences* dialog box in the **Camera and Exif** category. You must also clear the

**Recognize camera whenever possible** check box to disable auto detection and use the value you have entered.



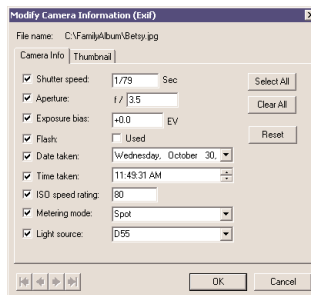
.....

### Tips:

- In Camera and Exif settings, if you don't know the settings for your camera, check the manual that came with your camera or go to the camera manufacturer's web site for the proper values.
  - If you prefer to see the true zoom lens values, type 1.0 as a conversion factor.
- .....

## Modifying digital photo information

If, for some reasons, you need to make changes to the camera information that is embedded in digital camera images, choose **Modify Camera Information (Exif)** from the **Tools** menu. In the **Camera Info** tab, you can change camera settings such as shutter speed, aperture and date picture taken and write the modified Exif data back into the image file.



*Modify Camera Information (Exif) - Camera Info tab*



*Modify Camera Information (Exif) - Thumbnail tab*

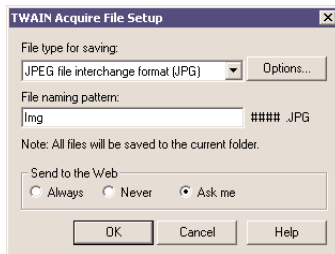
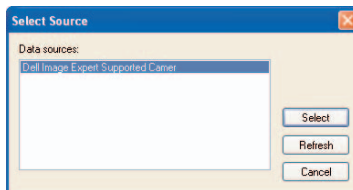
If you previously rotated a digital camera image using other software, you may see a mismatch between the rotated image and the embedded Exif thumbnail. To make the Exif thumbnail consistent with the image, click the **Thumbnail** tab in the *Modify Camera Information (Exif)* dialog box and select the **Replace original with regenerated thumbnail** option.

## Using a TWAIN Device

Most scanners come with TWAIN software for transferring images to your computer. Make sure that the TWAIN software for your device has already been installed before you start getting images.

To get images from a TWAIN device:

1. Create a new folder for saving the images.



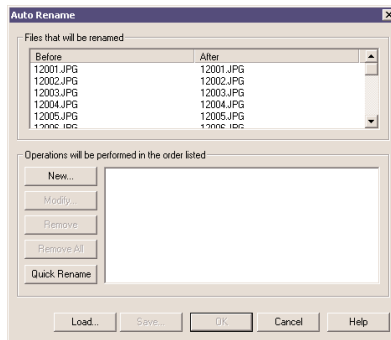
2. Choose **TWAIN Acquire** ► **Select Source** from the **File** menu.
3. Select the software for your scanner or digital camera and click **Select**.
4. Choose **TWAIN Acquire** ► **File Setup** from the **File** menu.

5. Select a **File type**. (For smaller compressed files, select **JPEG**.)
6. In the **File naming pattern** box, type a file name. Each image will be prefixed with this name followed by a counter number (for example, **Img0001** and **Img0002**).
7. Choose **TWAIN Acquire** ► **Acquire Now** from the **File** menu to start getting images.  
or  
To scan several photos in at one time, but save them as separate images, choose **TWAIN Acquire** ► **Acquire Now (with Auto Slicing)** from the **File** menu.

## Renaming and Renumbering Files

After getting images from a digital camera or scanner, you may want to change their file names or renumber their sequence. The **Auto Rename** command on the **Tools** menu automatically changes the file names for you.

To quickly rename your files:

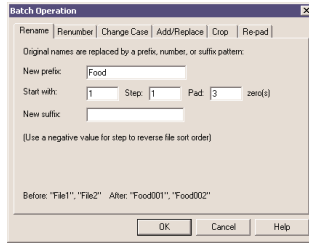


1. Select the files to rename.
2. Choose **Auto Rename** from the **Tools** menu.
3. To use the default system of renaming and numbering from 1, click the **Quick Rename** button.
4. Click **OK**.

To specify how to rename your files:

1. Select the files to rename.
2. Choose **Auto Rename** from the **Tools** menu.



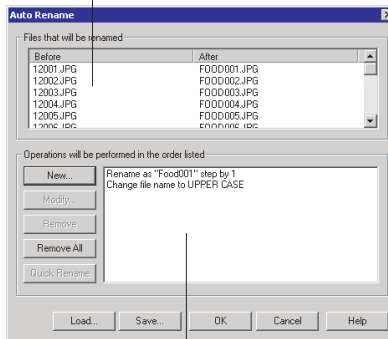


3. Click **New** to define the criteria for renaming files.

In the *Batch Operation* dialog box you set up naming conventions one at a time.

4. To give your images brand new file names, click the **Rename** tab and specify either a suffix or prefix (or both) to sequentially number the file names by adding a counter. Click **OK**.
5. To change the numbering scheme, click the **Renumber** tab and change the numbering scheme of file names. Click **OK**.
6. To change the case of the current names, click the **Change Case** tab and select the change options for the name and the extension. Click **OK**.

FILE NAME LIST BEFORE AND AFTER RENAMING FILES



BATCH FILE RENAMING OPERATIONS

7. To add to the name or replace part of the name, click the **Add/Replace** tab. Select the type of text to use, type the text if necessary and select how to add it or what to replace. Click **OK**.
8. To shorten the current names, click the **Crop** tab and set the number of characters to remove and where the characters are located. Click **OK**.
9. To add zeroes to the file names, click the **Re-pad** tab. Select the group and the number of zeros to add. Click **OK**.

10. Click **OK** in the *Auto Rename* dialog box to start the renaming process.

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**Notes:**

- The list in the *Auto Rename* dialog box shows all the file renaming criteria you have defined. The renaming process starts from the top criterion to the bottom.
  - You can save the criteria to use with another batch of downloaded photos. Click the **Save** button in the *Auto Rename* dialog box to save the criteria. When you want to re-use the same criteria, click **Load** to open the saved file.
- .....

Another way to rename files is to reorder them. When you drag a file to a different location, Photo Explorer renames the file automatically so that it sorts to the new position.

To resequence files by dragging, first arrange the files by file name. If files do not appear in this order, a message box appears and prompts you to sort your files. To sort the files in a folder, choose **Sort By** ▾ **Name** from the **View** menu. Then, drag a file to a new position. The new file name depends on the names of the adjacent files. For example, if the original files were *file10* and *file20* and you insert a new file between them, the new file becomes *file15*. If the original files were *file10* and *file11*, the new file placed between them becomes *file10a*.

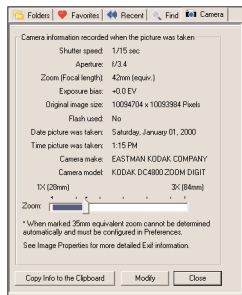
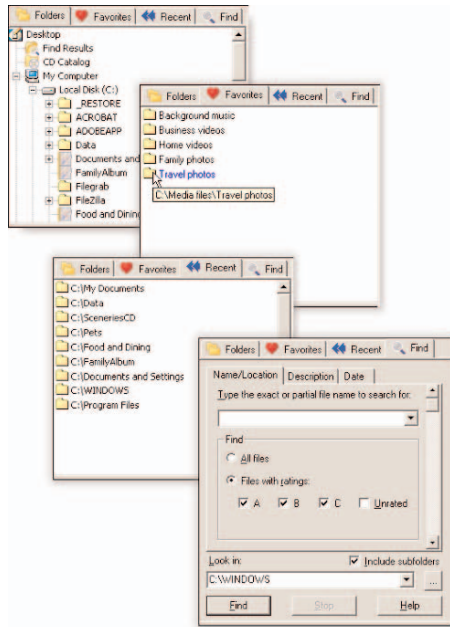
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## BROWSING AND PREVIEWING FILES

When you select a folder in the *Folder* pane, any multimedia files within the folder appear as thumbnails in the *Browse* pane on the right side of the Photo Explorer window. A thumbnail is a small replica of the original image file or an icon representing a specific type of file. For videos and GIF animation files, the first image in that file is used as the thumbnail.

### Working with the Folder Pane

The *Folder* pane, found on the left side of the Photo Explorer window, is where you access disk drives and manage folders in your computer. The *Folder* pane has tabs that you use to switch between different folder views, search for files and view digital camera (Exif) information. Use the arrow buttons to view hidden tabs.



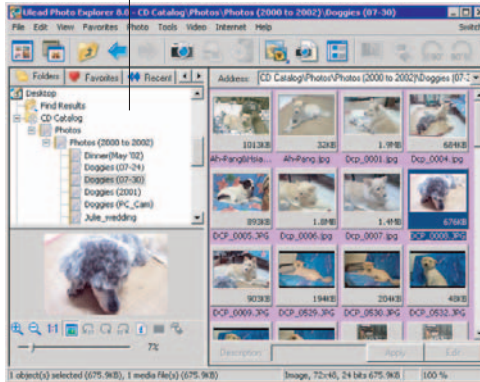
Every time you run Photo Explorer, the **Folders** tab is active. It displays the folder tree, a hierarchical view of all the drives and folders in your computer and virtual folders that you've created. The **Favorites** tab displays the folders and albums (folders of images) that you've added to the **Favorites** list. The **Recent** tab lists the folders and albums that you have accessed most recently for you to return to them quickly. With the **Find** tab you search for files by name, rating, description or date.

A **Camera** tab appears at the top of the *Folder* pane when you choose **Photo Properties** from the **File** menu. It displays Exif information of the selected image. Exif information is included in images taken with a digital camera.

## The Virtual Folders

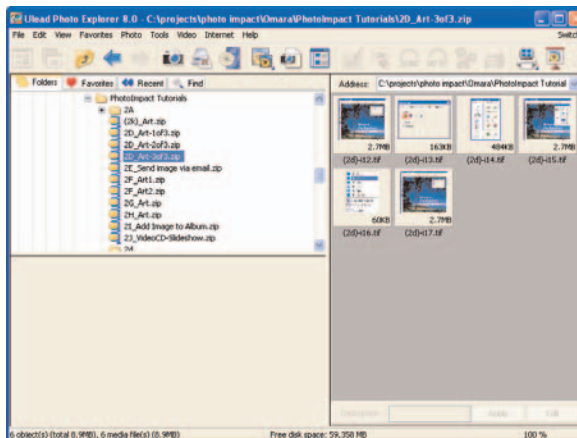
Photo Explorer provides virtual folders in the **Folder** tab that you can access and browse just like any normal folder. There are three types of virtual folders: *Find Results*, *CD Catalog* and *Zip* folders. The *Find Results* and *CD Catalog* folders appear at the top of the folder tree under the **Desktop** icon.

CD CATALOG FOLDER



- After performing a file search, you'll find the results in the *Find Results* folder.
- After inserting a CD into your CD-ROM drive, you can have Photo Explorer scan the CD to generate thumbnails for images and other digital media found on the CD. These are then added to the *CD Catalog* folder. Later, you can browse and search files in the catalog folder without inserting the disc into the CD-ROM drive and can insert the CD only when you need to open files.

.....  
**Note:** Choose **Scan CD** from the **View** menu to generate the thumbnails for media files on a CD.  
 .....



- You can compress files and add the .ZIP file to the *Zip* folder to easily view its contents.

## Browsing for Files

Photo Explorer's powerful browsing features helps you quickly locate the file that you want. Here are some tips on browsing through files, folders and albums (folders of images) in Photo Explorer:

**To jump directly to an album or file:** Select an album in the *Folder* pane (or a thumbnail in the *Browse* pane) and press the first character of the album's (or file's) name). If the selected album (or file) is not the one that you want, press the key again to go to the next album (or file).

**Move back and forward through albums or folders:** Use the **Back** and **Forward** buttons on the browser toolbar to browse through albums and folders that you've visited.

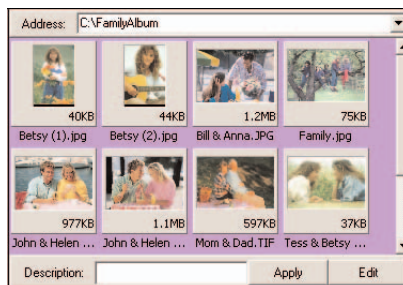
**Create a collection of albums that you frequently visit:** For quick access to frequently used albums (folders of images), open an album and choose **Add to Favorites** from the **Favorites** menu to add the album to the **Favorites** list.

**Arrange files in the order that best suits your browsing needs:** Point to **Sort By** on the **View** menu and choose a sorting order for your files. For example, to sort images from a digital camera by the date they were taken, choose **Sort by ► Date Taken** from the **View** menu.

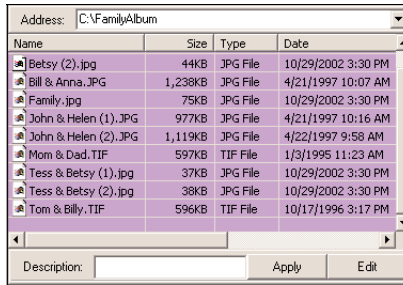
**Browse CD files by cataloging CD contents:** Choose **Scan CD** from the **View** menu to generate thumbnails for files on a CD and add them to Photo Explorer's *CD Catalog* folder. You can then quickly fast browse images and media files on CD.

## Changing the Browse pane view

To view detailed information of your files, change to list viewing mode. Choose **Thumbnail/List Mode** from the **View** menu to switch between thumbnail and list view modes.



*Thumbnail mode*



*List mode*

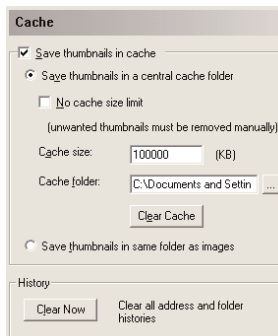
**Tips:**

- Determine which information to have displayed with thumbnails by choosing **Preferences** from the **File** menu and select **Browser**. Select the information you want to appear with thumbnails.
- When in **List** mode, click a column heading to sort the column in ascending or descending order.
- To display more file information in **List** mode, right-click a column heading and choose **Columns**. You can add columns for digital camera (Exif) information such as the date picture was taken, shutter speed, and other camera settings.

**Speeding up thumbnail display**

If you have a large number of multimedia files in an album, it may take Photo Explorer some time to generate thumbnails for the files and display them on screen. Instead of regenerating thumbnails each time you access the same folder, Photo Explorer stores them in a cache folder. The next time you access your files, Photo Explorer loads the thumbnails from the cache instead of generating them again.

By default, the thumbnail caching feature is enabled in the **Cache** category in the *Preferences* dialog box. You can specify where to store cache files:



- **Save thumbnails in a central cache folder:** This saves all cache files in a common folder. When selected, specify the *Cache* folder to use. You can limit this folder to a fixed **Cache size**, or select **No cache size limit** for unlimited caching. If you group all cache files in a single folder you can easily delete cache files by clicking the **Clear Cache** button to recover disk space.
- **Save thumbnails in same album as images:** Creates a cache file in each visited album to store thumbnails for media files (images, videos, and animated GIFs). Storing cache files in their respective albums allows you to include them with media files when burning media files on CDs. When you browse a CD, Photo Explorer will load thumbnails from the cache files on CD.

If you have modified images or other media files outside of Photo Explorer, your changes may not immediately be reflected in the cache files. There may also be unused thumbnails still remaining in the cache files even after their corresponding files have already been deleted.

To update thumbnails in the cache files or to clean up cache files by removing thumbnails for non-existing files, you can manually regenerate thumbnails for the respective albums. Photo Explorer provides two ways of regenerating thumbnails:

- Choose **Regenerate Thumbnails** from the **View** menu to recreate thumbnails for files in the current album level.
- Choose **Scan Tree** from the **View** menu to recreate thumbnails for files in the current album level and all its underlying albums. (To delete thumbnails for files in a directory tree, use the **Remove Thumbnails** command.)

Another way to speed up display is to use already generated thumbnails. Since many digital cameras automatically create thumbnails when taking photos, you can customize Photo Explorer to get the thumbnails from the JPEG (Exif) image files instead of generating them.

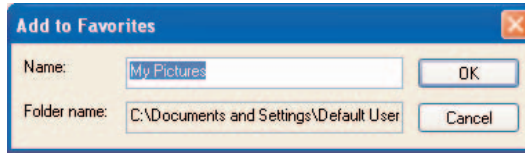
For such images, select **Use thumbnail from JPEG (Exif) file** in the *Preferences* dialog box under the **Camera and Exif** category. Using this considerably improves thumbnail display speed. However, thumbnails created by cameras are fixed in size (160x120) and cannot be enlarged and the display quality of the thumbnails may not be as good.

## Creating your Favorites list

If your files are organized into many albums, you may not be able to remember all their locations. For easier access to frequently visited albums, you can add them to the **Favorites** list.

To add an album to the **Favorites** list:

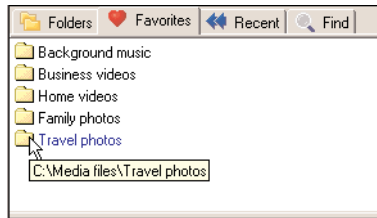
1. Select an album in the **Folder** tab of the *Folder* pane.



2. Choose **Add to Favorites** from the **Favorites** menu or right-click the album and choose **Add to Favorites**.
3. Type a name that easily relates to the contents of the selected album and click **OK**.

To access a favorite album:

- Click the **Favorites** tab in the *Folder* pane.



- Choose **Show Favorites** from the **Favorites** menu or right-click an area in the *Folder* pane and choose **Show Favorites**.
- Choose an album from bottom of the **Favorites** menu.

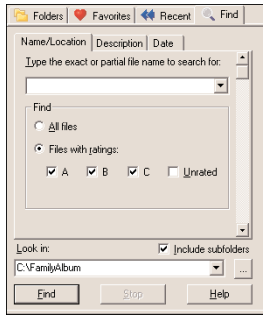
## Managing Files

You can copy, paste, delete, rename, search for files and perform other file operations by using the standard Windows commands on the **Edit** menu or a thumbnail's shortcut menu.

To search for files:

1. Choose **Find** on the **Edit** menu or click the **Find** tab in the *Folder* pane.



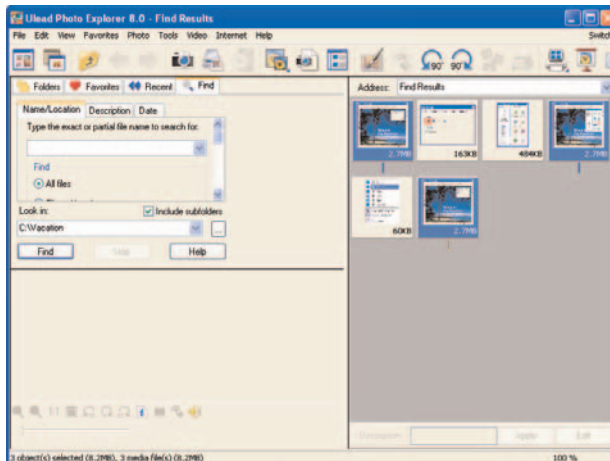


2. In the **Name/Location** tab type the file name.  
or  
In the **Description** tab, type keywords.  
or  
In the **Date** tab, select whether to search for the date of file creation or date images were taken with a digital camera.
3. Set other options on the tab.
4. Select a location (disk or folder) for the search.
5. Click **Find**.

Search results are placed in the *Find Results* folder.

To select multiple thumbnails:

- To select contiguous files, press **Shift** as you select the first and last thumbnail.

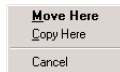


- To select non-contiguous files, press **Ctrl** as you click each thumbnail.

- To select files with a common prefix to their name, select a file in a folder and then choose **Select Same Prefixed Files** from the **Edit** menu. The characters that appear before the first numeral in the selected file name are treated as the prefix.

To move or copy files by dragging:

1. Select one or more thumbnails in the *Browse* pane.
2. Right-click and drag the selected files to another album in the *Folder* pane.



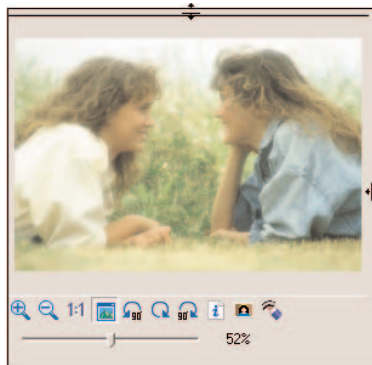
3. When you release the mouse button, choose either **Move Here** or **Copy Here** from the shortcut menu.

## Previewing Files

When you select a file in Photo Explorer, a preview of the file immediately appears in the *Preview* pane. To change the size of the viewing area, drag the borders of the *Preview* pane.

You can preview:

- **Image files:** Zoom in to get a larger preview or zoom out to see a more complete view of the image.



- **JPEG files with Exif format:** Many digital cameras store extra information (such as the date when a photo was taken and camera settings) and even include audio. You can view such JPEG images in the *Preview* pane, access the embedded Exif information and play audio attachments.
- **Audio and video files:** Play back sound and video and move backward or forward within a media file.

- **UES files:** Preview a slide show or open its project file in the Slideshow Storyboard for editing.

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**Notes:**

- You can view animated GIFs only in their original size.
  - The buttons in the *Preview* pane varies, depending on the type of file being viewed.
  - For non-multimedia files, select the file and click the **Open** button under the *Preview* pane. The file will be opened in its associated program. You can also open folders from the *Preview* pane.
- .....

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## VIEWING AND ADJUSTING IMAGES

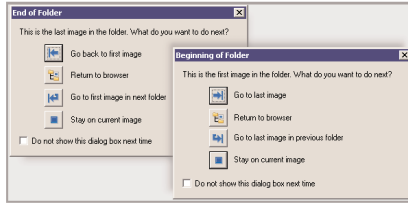
You use Photo Explorer's built-in viewer to display a full-size image and to edit it.

### Viewing Images

Double-click an image file to open it in the viewer. You may also select a thumbnail and choose **Open Viewer** from the **View** menu or click the **Open Viewer** button on the browser's toolbar.

The viewer maintains a file list that you use for viewing images by using the navigation buttons on the viewer's toolbar. Which image files the viewer keeps in its list depends on how you selected the files originally:

- If you selected a single image file in the browser, the viewer's file list will be set to the content of the current album. You can then step through the images in the album.
- If you selected multiple files in the *Browse* pane and chose **Open Viewer** from the **View** menu or if you drag multiple files from Windows Explorer directly into the viewer window, the viewer's file list will contain the selected files. You will be able to step through only those files.
- When in the viewer, if you choose **Add to Viewer** from the **File** menu, you can select files from different albums to add to the viewer's current file list.
- To view images in a different album at the same level, choose **Previous Folder (Ctrl+PageUp)** or **Next Folder (Ctrl+PageDn)** from the **View** menu in the viewer. Otherwise, click the **Return** button on the viewer toolbar and select a different album in the *Folder* pane.



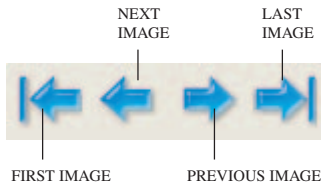
.....

**Note:** When you step to the last image or first image in the current album, a dialog box appears asking you where you want to go next. Click a button to go directly there.

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To step through images in the viewer list use the **View** menu commands or toolbar buttons.

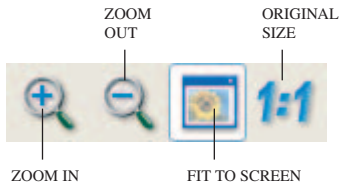
- Choose **Previous Image** or click the **Previous Image** button to view the image listed prior to the current image.



- Choose **Next Image** or click the **Next Image** button to view the image after the current image.
- Choose **First Image** or click the **First Image** button to view the first image in the viewer list.
- Choose **Last Image** or click the **Last Image** button to view the final image in the viewer list.
- Choose **Auto Advance** or click the **Auto Advance** button to have Photo Explorer automatically step through all the images in the viewer list.
- If this is a multimedia image with multiple frames use the **Previous Frame** and **Next Frame** commands.

To see more or less of an image, use the related **View** menu command or toolbar buttons.

- Choose **Zoom** ► **Zoom In**, click the **Zoom In** button or press + to see more detail.



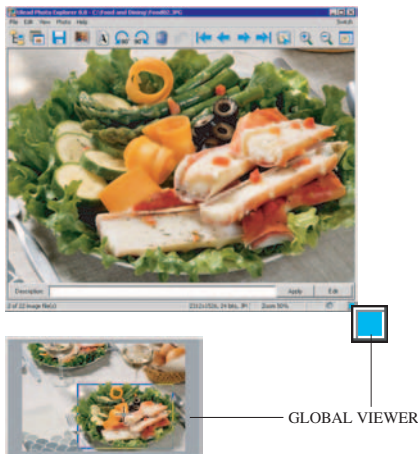
- Choose **Zoom** ► **Zoom Out**, click the **Zoom Out** button or press - to see less detail.
- Choose **Fit to Screen** or click the **Fit to Screen** button to see the image at the largest size that fits into the screen area.
- Choose **Zoom** ► **1:1** or click the **Original Size** button to see the image at its actual size.

If you've zoomed into an image to see more detail, you may want to move to another section of the image that is not viewable. To move around the image, you use the Global Viewer. The Global Viewer box only appears when an image is magnified to a size that is larger than its window.

To move around a close-up view:

1. Click the box at the lower right corner of the viewer window (or press G).

A thumbnail of the entire image appears with a rectangle showing the viewer area.



2. Drag the frame in the Global Viewer to the area you want to view (or move the pointer).

3. Release the mouse button (or click the Global Viewer) to set the area in the viewer.

## Using the Instant Viewer

Instant Viewer is like Photo Explorer's built-in viewer, except that it is only an image viewer and does not provide image editing tools. Use the Instant Viewer when you want to visually compare full-size images. A separate window opens for each image.



To use Instant Viewer for displaying images:

1. Select the image files in the *Browse* pane.



2. Choose **Open in New Viewer** from the **View** menu or click the **Open New Viewer** button on the toolbar.

Each image appears in a separate window.

When you open an image file, Instant Viewer sets its file list to the content of the current album and lets you step through the images in the album. To change to a different album, choose **Open** from the **File** menu and select a file from the desired album.

Choose **Add to Viewer** from the **View** menu to open several image files from various albums and step through those images.

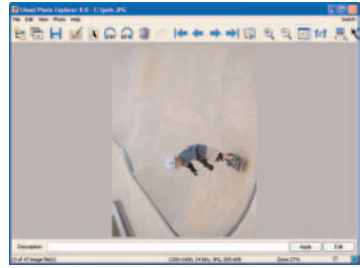
You use the same commands and toolbar buttons to navigate through the images in the viewer list and to change the view of an image.

## Editing Images

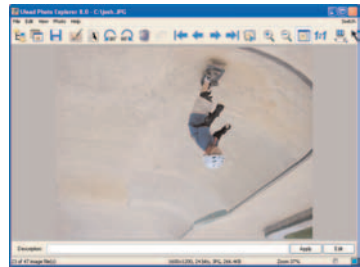
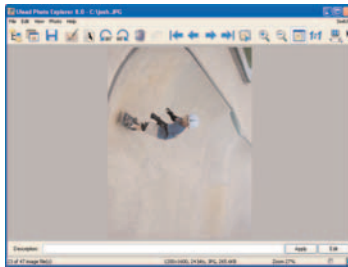
Photo Explorer has basic tools to help you modify your images. You access these tools from the **Photo** menu of both the browser and viewer or by clicking the corresponding toolbar buttons.

To rotate an image:

- Choose **Rotate Counterclockwise 90 degrees** from the **Photo** menu or click the toolbar button.



- Choose **Rotate Clockwise 90 degrees** from the **Photo** menu or click the toolbar button.

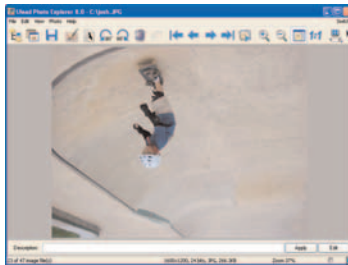


- Choose **Rotate 180 degrees** from the **Photo** menu.

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**Note:** You can also rotate an image in the *Adjust Image* dialog box.  
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To create a mirror image:

- To turn the image upside down, choose **Flip Vertically** from the **Photo** menu.



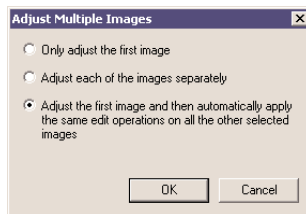
- To exchange the left and right sides of the image, choose **Flip Horizontally** from the **Photo** menu.

Sometimes, images from a camera may appear too dark or their color did not come out right due to inadequate lighting conditions when taking them. Images may also appear crooked, especially when the camera was not held in the upright position. You can fix such basic problems by selecting a file and using the **Adjust Image** command on the **Photo** menu.

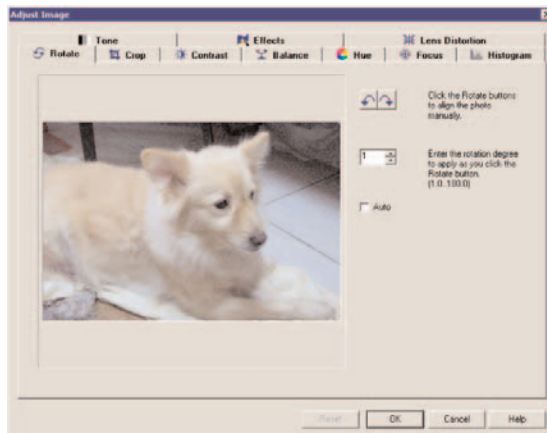
You can make image adjustments to multiple selected images. When making adjustments to several image files, you can edit them one file at a time or apply the same adjustments to all selected images.

To adjust multiple images:

1. Select the images in the *Browse* pane.



2. Choose **Adjust Image** from the **Photo** menu.
3. Select how you want to work with the multiple images. Select **Only adjust the first image** if you only want to work on that one. Select **Adjust each of the images separately** if you want to do different adjustments on each image. Select the automatically apply option if you want to work on one image but have the changes applied to all the selected images.



4. Click **OK**.



The *Adjust Image* dialog box has ten tabs — one for each adjustment that you can make in Photo Explorer. Make any needed adjustment on each tab. The preview area shows the affect of the changes. Click **OK** to change the image or click **Reset** to discard the adjustments.

- In the **Rotate** tab you can straighten a misaligned photo or rotate the image to a specific degree.
- In the **Crop** tab, drag the pointer to enclose the area you want to keep. You can also select **Use fixed shape crop box**, select a standard size area to crop the image and move the box until it encloses the area to keep.
- In the **Contrast** tab, select a preset thumbnail to apply to the image or specify **Brightness** or **Contrast** values. Moving the **Thumbnail variation** slider (or specifying a value) adjusts the thumbnails.
- In the **Balance** tab, select a color and then a preset to change the overall color tone of the image. Specify a **Variation** to adjust the color samples.
- In the **Hue** tab, adjust the **Hue**, **Saturation** and **Lightness** sliders (or values) to shift the range of colors for the image and adjust the intensity (or strength) of the colors.
- In the **Focus** tab, you make an image look blurrier or sharper by adjusting the **Softer/Sharper** slider or specify a different Level.
- In the **Histogram** tab, you can correct color imbalances by selecting the **Channel: Master, Red, Green** or **Blue** and adjusting the slider. You can click the Eyedropper button to select a representative white, gray or black area in the image.
- In the **Tone** tab, you can apply sepia, duotone and monochrome effects to images.
- In the **Effects** tab, you can apply artistic effects to images. Click an effect, then adjust the effect in the dialog box and click **OK**.
- In the **Lens Distortion**, you can either correct a distortion in the image or apply a distortion as an effect. You can rotate the image, adjust for a spherical distortion and adjust for a trapezoidal distortion.

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**Note:** For more extensive editing, open Photo Explosion which is a more comprehensive image-editing program than Photo Explorer.  
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## Removing red eye

After taking photos with a camera flash, you sometimes see a red-eye effect on the images. If you have such images, you can quickly correct this problem in Photo Explorer. You can either decrease the level of red, or replace it with a more natural color.

To remove a red-eye effect:

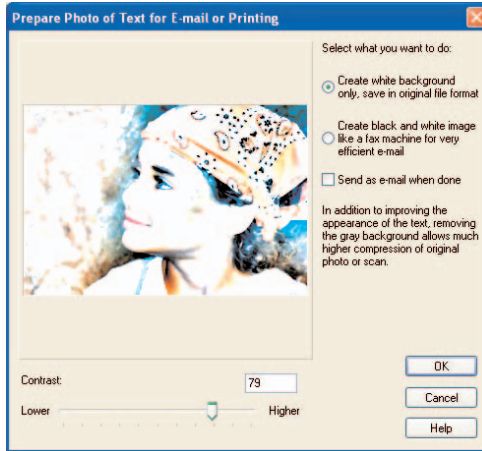
1. Choose **Remove Red Eye** from the **Photo** menu.
2. In *Select area for filtering*, specify whether you want to remove red eye from one or two eyes.

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**Note:** If the photo is too large, you may want to create a selection area before choosing **Remove Red Eye**. Select the part of the image—either the eyes or the face—where you want to apply the effect.  
.....

3. Set the size for the replacement.
4. Drag the circles on the before thumbnail to cover the eye(s).
5. Click the color squares and select an **Ideal eye color** for the replacement. (If the photo is of a pet or other animal, you may see a different color than red on the photo. If so, change the **Eye color to remove**.)
6. To specify the replacement eye color's transparency and intensity, adjust **Red tolerance** and **Effect level** values. A higher value means a stronger effect.
7. Click **OK**.

## Enhancing images that contain text

If you have digital camera photographs of meeting room whiteboards and paper documents, the image may appear to have an uneven grayish background color. To correct this problem, choose **Prepare Photo of Text for E-mail or Printing** from the **Photo** menu to adjust the contrast level and clear the background to white. A higher contrast level makes the text in the image look darker and more distinct.



## PRINTING IMAGES

With a variety of layouts and printing options available, you can create prints of your images directly in Photo Explorer.

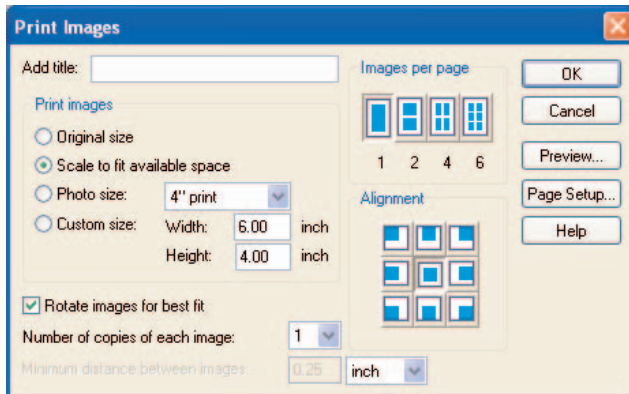
.....

**Note:** You may also print your images from Photo Explosion. See *Chapter 7: Sharing Your Photos and Projects* for information.

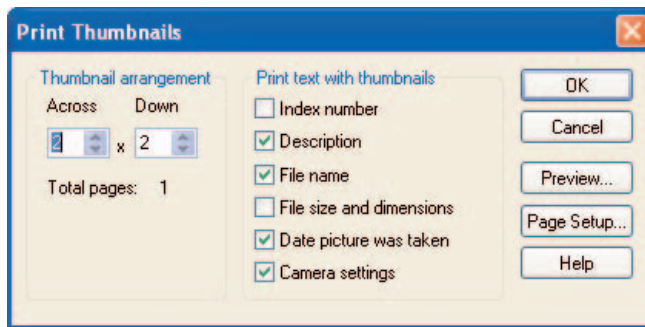
.....

In Photo Explorer choose **Print** from the **File** menu to choose the type of output that you want. The different types of output you can have in Photo Explorer include the following:

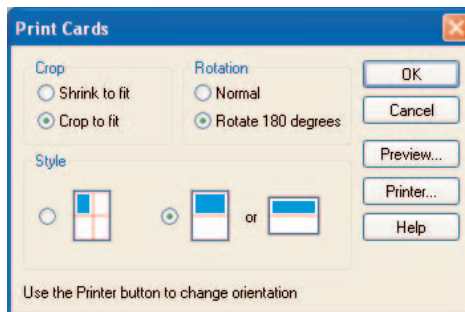
- **Images:** Print images on paper or create actual photo prints with a photo printer. You can print images in actual or custom sizes or print them in standard sizes (3.5", 4", 5", 6", 8" or 2" wallet size).



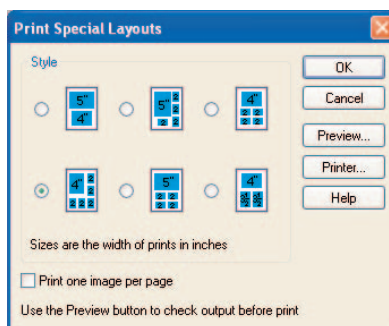
- **Thumbnails:** In the Photo Explorer browser you can print individual thumbnails or a complete catalog of all the images in a folder. Specify how many thumbnails to print per row and column on a page, and specify the information to print with the thumbnails.



- **Cards:** Print a half-fold or quarter-fold greeting card using your image.



- **Special Layouts:** Print varying sized images at the same time. Select from the available image size combinations.



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# Chapter 10. Using Images

Photo Explosion 2 comes with plenty of sample photographs. You can incorporate these photos into your projects or use images from Nova Development's Art Explosion clip art products to create even more unique designs.

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## VECTOR VS. RASTER

Graphic files come in two types: vector and raster. Because Photo Explosion is a photo-editing program, you'll primarily be working with raster graphics, but Photo Explosion reads (and saves to) some vector file formats.

Raster files store graphics as bitmaps, sort of like graph paper. There are no objects, only information about what color each square (bit) of the picture should be. All painting and photo-editing programs work with these kinds of images.

The raster graphics included with Photo Explosion are .JPG photographs. Photo Explosion reads many raster formats including .JPG, .TIF, .BMP, .GIF and .PNG files.

Vector files store graphics as objects. Each graphic file internally contains a small list that describes the shape, colors, outlines, and sizes of the objects that make up the graphic. This list of vectors enables the graphic to be drawn on screen or rendered to a printer. These kinds of objects are easy to resize as all of their other characteristics stay the same. For example, if an object is a circle, it's the same circle whether it's small or large.

Photo Explosion supports .WMF format among other vector formats. This is a standard Windows vector graphic file format. If you bring a .WMF file into Photo Explosion, though, any transparent background becomes white.



**Vector**

**Raster**

.....

**Note:** Vector images can be scaled to any size without any loss of quality when printed. Raster images, on the other hand, will lose definition and quality if scaled too large.

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## FINDING AND USING THE IMAGE YOU WANT

When you want to insert a graphic into a project, open the **Insert** menu and choose **My Computer** to locate the file.

See *Chapter 5: Enhancing Your Photos* for details on working with image files.

### Inserting an Image from an Art Explosion CD

If you've purchased an Art Explosion clip art product, you can use those images in your Photo Explosion projects.

1. Have the Art Explosion CD in your CD-ROM drive and a project open in your workspace.

(These CDs won't automatically start up.)

2. If necessary, click **Edit** on the *Command* panel.
3. Choose **My Computer** from the Insert menu.
4. On the *Options* panel, click the arrow next to the **Currently browsed folder** box and select the CD in the list.
5. Locate the folder containing the image.

6. Select the image in the Preview area.
7. Select **Replace** or **Add**.
8. Click **Apply** to place the image into your project and click **Close**.

### **Inserting an Image by Dragging**

Photo Explosion takes advantage of drag-and-drop technology to make it easy to put clip art or images created in other applications into your projects. To use the drag-and-drop method, make sure that you have your Photo Explosion project visible on screen.

- If you have an image browser open from an Art Explosion clip art product, you can drag an image directly from the browser window onto your project.
- Locate the image on the CD or hard disk. Drag the image's icon onto your project.
- If you don't know the image's location but know its name, choose **Search ► Files or Folders** from the **Start** menu. Type the image's name in the **Named** box and select the CD or drive that you wish to search in the **Look in** list. Click **Find Now**. Drag the image's name from the found items list to your project.

# Chapter 11. Troubleshooting

## Accessing Templates on the Photo Explosion Disc (Content CDs)

When prompted to insert a Photo Explosion 2 *Content* CD in the CD-ROM drive, the CD must be in the first CD-ROM drive on your PC. If you have more than one CD-ROM drive (for example Drive D: and Drive E:), the CD must be in the first CD-ROM Drive (D:) in order to access the project templates.

## Resolution Problems

High resolution images take enormous amounts of disk space and will take longer to scan. Scanning the image at a higher resolution does not mean the result is going to be better. Keep in mind the maximum resolution of the image to be scanned and the output device. The standard color typesetting resolution is 180 dpi and standard photographic printing ranges from 400 to 600 dpi.

Similarly, exceeding the resolution capabilities of your monitor (for web graphics) will not result in better image quality. A standard Windows VGA monitor display resolution is 72 dpi (large fonts) or 96 dpi (small fonts).

However, if you have lots of disk space, then scanning at a high resolution is not a bad idea to get the best image quality. The file can be used as a “master copy” when an image is used for multiple projects.

Image quality deteriorates when enlarging a small image. By starting out with a high-resolution image, you can preserve the image quality when resizing or changing the image.

The relationship between your scanner and output device is important in choosing the right resolution. Scanners reproduce grayscale and color variations by increasing the amount of data for each pixel (or dot) in a picture. Printers, however, simulate grayscale and color variations by arranging dots into larger ones called halftone cells.

Desktop laser printers generate 53 halftone cells per inch, while high-resolution image setters print up to 133 halftone cells per inch. Whereas scanning resolution is usually given in dots per inch (dpi), halftone cells are measured in lines per inch (lpi).



Use this formula in calculating the resolution to use in scanning grayscale and color images for your output device:

1. Multiply the lpi (lines per inch) setting of your output device by one and a half.
2. Set the result as the dpi setting for the scanner.

For example, if your final output device is a desktop laser printer, use 53 x 1.5 to get the dpi setting for the scanner. This gives a dpi setting of 80 (rounded off).

## Scanning Problems

When using Photo Explosion to acquire an image, make sure that your TWAIN driver (provided by the scanner vendor) is installed correctly. The TWAIN driver sends the acquire command from the application to the scanner and processes the data from the scanner and passes it to the application. You need to select the correct data source before starting the scanning process — especially if you have more than one device attached to your computer.

- Check if the scanner's power switch is on.
- Check for loose connections between your computer and the scanner. Try scanning again.
- Open the **File** menu and click **Acquire** ► **Get From Scanner** or open the **Get Photo** menu and click **Get From Scanner**. Select your data source. If your data source is not in the list, install your TWAIN driver.
- If you have multiple TWAIN drivers installed, make sure you select the one for the scanner that you're using.
- If after re-installing the driver, you still can't find your scanner's model name, contact your scanner's manufacturer for more information on how to install the TWAIN driver.

## Poor Quality Scans

Chances are your scanner is not calibrated properly. Calibration is the process of correcting the scanner to account for differences between the monitor, scanner and the printer. Try the following:

- Check your scanner with the calibration test image and software provided by the scanner manufacturer. Make sure that the scanner is correctly calibrated.
- For hand-held scanners, try scanning slower and steadier. Make sure that the image to scan is placed on a flat surface.
- Images that have a lot of colors need to be scanned at a higher resolution to blend colors more smoothly.

- Check your scanner resolution. Your settings may be low for your output device.
- Check your monitor display settings. If your display is at 256-Color, change it to High Color (16-bit) or True Color (24-bit).

Most desktop color scanners scan images using red, green and blue (RGB) light sources. Most color printers generate images using cyan, yellow, magenta and black (CMYK) inks. As the image data is translated from one device to another, the resulting colors may shift and become unacceptable.

Check your scanner's calibration with the test image and software provided by the scanner's manufacturer. Make sure that the scanner is calibrated correctly.

- In Photo Explosion, you can optimize your monitor's display by opening the **File** menu and clicking **Preferences**. Then click the **Photo Explosion** tab and change the **Monitor gamma** settings.

## TWAIN Error Messages

There are three systems that interact with each other when you capture an image: the TWAIN-compatible input device, the TWAIN driver, and the TWAIN-compatible application. Each has its own set of conditions that must be met before you can successfully scan an image. Most of the time the problem is that the TWAIN-driver is not properly installed. Try the following before contacting your vendor about a problem.

- Make sure your camera or scanner has power.
- Check the cable between your computer and the camera or scanner.
- Open the **File** menu and click **Acquire** ► **Get From Scanner/Digital Camera** or open the **Get Photo** menu and click **Scanner/Digital Camera**. Check the data source list to see if your device's name is listed. If it is, select it. Otherwise, install your TWAIN driver and try again.
- If you continue getting TWAIN error messages, please contact the scanner's or camera's manufacturer for information on how to install the TWAIN driver or for information on how to avoid hardware conflicts with the interface adapter.

## Long Installation

What can you do if installation takes a long time due to a virus checker?

Check with the documentation that came with your virus checking application. Some virus checkers allow you to temporarily turn off real time file checking. Turning off this option will allow installation to proceed at a faster pace. If you do turn it off be sure to remember to turn it back on.

# Appendix A. Supported File Types

Photo Explosion 2 opens and saves to a full range of image file types.

## Raster Formats

**BMP (Bitmap):** A raster image format used by the Windows Paint program. This is a standard Windows format.

**CLP (Clipboard):** The format used by the Windows 3.x Clipboard utility.

**GIF (Graphic Interchange Format):** A cross-platform format for medium- to low-quality images. Use this file type for regular images that you want to use on the Web.

**JPG/JPEG/JPE (Joint Photographic Experts Group):** Developed specifically for high-quality color photos that need to be compressed. One of the popular formats for images on the Web.

**PCX:** A raster image format used by the PC Paintbrush program.

**PNG (Portable Networks Graphic):** A recent raster image format developed specifically for using on the Web.

**PSD:** The format used by Adobe® Photoshop® files.

**PXR:** A format for PIXAR computers and workstations.

**SCT (Scitex® Continuous Tone):** A bitmap image scanned or created on a Scitex system.

**TGA (Targa):** Developed by Truevision Inc. for their graphic display cards. Some high-end paint and computer-aided design (CAD) programs use this format.

**TIF/TIFF (Tagged Image File Format):** A cross-platform file format developed by Microsoft and Aldus Corporation. This is the best format to use for saving scanned images. These files tend to be large, but they give you the best quality and the most flexibility.

**WBM/WBMP:** Another Windows bitmap format.

## **Vector Formats**

EPS (Encapsulated PostScript): A cross-platform vector format developed by Adobe for printing on PostScript® printers.

TPL: A Ulead Template file.

TPX: A Photo Explosion Template/Project format that allows you to work with objects in the template or project.

UPX: A Photo Explosion image that allows you to continue working with the objects in the image.

WMF (Windows Metafile): This is the standard vector format used with Windows.

## **Multimedia**

IFF (Interchange File Format): A multimedia format developed for Amiga® computers.

MID/MIDI (Musical Instrument Digital Interface): A standard sound file for computer-generated music.

MP3 (Moving Picture Experts Group 1 Audio Layer 3): Popular compressed audio format. Used for music on the Internet.

MPEG-1 (Moving Picture Experts Group 1): Popular compressed video and sound format used for downloading video or streaming video on the Internet. MPEG-1 standard is for medium-quality video.

WAV (Waveform): A standard Windows audio format for sound files.

# Appendix B. Using COOL 360

## OVERVIEW

COOL 360 is a powerful program you use to turn a series of photos into an immersive 3D panoramic experience. The COOL 360 program interface makes this process easy by organizing everything into three steps: **Start**, **Adjust** and **Finish**.

The first step, **Start**, in creating a panorama is to organize the series of photos into a project file — like spreading all of your photos out on the kitchen table together with some tape and a pair of scissors.

The next step, **Adjust**, is to improve your images by using photo retouching tools. In this step, you have an array of powerful yet easy-to-use editing options available. You can make a sunset more colorful, make a dark room lighter or simply adjust an image to match its neighboring photos better.

The final step, **Finish**, is when you actually create the panorama. This is similar to taping your images together and putting the finished panorama into a frame to hang on your wall. This step may be as simple as saving the panorama to a new image file. But there are other options, too. You can post the panorama to the Web, send it by e-mail or use it as a Windows screen saver. Wraparound 360° images require a special viewer, however, so don't forget to let COOL 360 include the tiny viewer with your image when you share it with others.

Panoramic photos are substantially different from other types of photographs and are much more challenging. Here are a few pointers to help you get it right.

- Take a lot of pictures. If you're using a digital camera, this isn't really a problem because the "film" is essentially free. Later, you can pick the best images to use in your panorama.
- Use landmarks at the edge of the frame and overlap images (minimum of 15%).
- Use a tripod. Even an inexpensive tripod can make the process of getting good pictures easier.

## Sharing Images

360° panoramic images are more than just large versions of a normal image. To get the wraparound effect, these images must be opened in a special viewer, which is included with the COOL 360 software. Family and friends

who do not have COOL 360 will not be able to view these images unless you also send them the viewer. When you use the program to send e-mail, you can select Attach viewer to create a self-executable file (.EXE) that includes both the image and the viewer. When someone double-clicks on the EXE file, the viewer automatically runs, displaying your image and allowing them to use the mouse and keyboard to navigate the panorama.

One other option is to make a QuickTime® VR movie (.MOV). Your viewers will need to have this program installed on their computer, but the QuickTime viewer is often already installed or, if it isn't installed, the user can download it and install it.

## Putting Panoramas on the Web

There are two issues to consider when posting images to the Web. The first is file size — the smaller the better. JPG images are probably the smallest with PNG following closely behind. The second issue is the Viewer. Your users must have the Viewer to see the images. When a user comes to your page for the first time, a dialog box will appear prompting them to automatically install the small COOL 360 Viewer plug-in. Once this plug-in is installed, the panorama will be visible and can be navigated.

After creating your web page with COOL 360, you can add more content to your web page. You can open the HTML file in any HTML editor or even in Notepad. When you've completed the web page, you upload the page to your web site. Be careful to maintain the folder's structure so that the page is properly linked to the panorama. Make sure you test your page once it is posted to the Web.

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## THE COOL 360 WORKSPACE

The COOL 360 workspace has the three main step buttons along the top of the main program window with an Options panel where you determine what to do in each step. Each step's program window has a **Help** button for opening the online help system, a **Settings** button for customizing the program, a **Viewer** button to view existing panoramic files and a **Close** button to quit the program.



In the **Start** step, you create, open and save project files. You can acquire images and select files to add to an existing project. If you open an existing project to the Step window, you'll see the images without overlapping or blending. To view images that don't fit in the window, drag the **Horizontal scroll** button to the left or right or drag the **Vertical scroll** button up or down. In the Start workspace, you can reposition individual images by dragging them to a new position.

In the **Adjust** step, you make adjustments to the panoramic image. You'll see the full panorama with overlapping and blending of the individual images. You can select individual images or multiple images by pressing **Ctrl** or **Shift** as you select the images. Use the buttons and sliders in the Options panel to adjust the selected image(s). You can reposition images vertically and horizontally by dragging them horizontally or vertically in the workspace. To view other parts of the panoramic image, drag the **Horizontal scroll** button to the left or right or drag the **Vertical scroll** button up or down.

In the **Final** step, you determine the output format for the panoramic image. You'll see the final version of panorama with overlapping and blending, but you can't make any adjustments to the images in this step. To view other parts of the panoramic image, drag the **Horizontal scroll** button to the left or right or drag the **Vertical scroll** button up or down. Click the buttons on the Options panel to save or use the image in various formats.

## Customizing COOL 360

You can customize COOL 360 to your default camera lens, default stitching options and other preferences in the Settings dialog box.

To customize COOL 360 camera lens settings:

1. In the main program window, click **Settings**.
2. In the *Settings* dialog box in the **Camera Lens** tab, select a camera lens in the **Preset** tab.  
or  
To get a updated camera settings from the Internet, click **Download**.  
or  
To manually specify a lens click the **Custom** tab. Select the type of film. Specify the **Focal length** (often printed on the lens itself). Specify the **Portrait field of view** in degrees. (Portrait images are longer top to bottom than left to right. Usually, the camera is turned sideways for a portrait shot.) Specify the **Landscape field of view** in degrees. (Landscape images are longer left to right than top to bottom. This is the standard shot for most cameras.) Click **Save**, type a name for the settings and click **OK**.
3. Click **OK** to apply the changes.

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**Note:** You can delete a preset lens or camera from the list by selecting the name and clicking Delete.  
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To customize stitching settings:

1. In the main program window, click **Settings**.
2. In the *Settings* dialog box, click the **Stitch** tab.
3. Select **Automatic alignment** to have COOL 360 automatically align the images in a panorama.  
or  
Clear **Automatic alignment** to align the images yourself. (You'll drag the individual images in the workspace in the **Adjust** step.)
4. Click **Disable warping** to not have the distortion effect used to make the panorama appear three dimensional.  
or  
Clear **Disable warping** to apply the distortion.
5. Click **Disable blending** to not have the program merge the overlap that occurs between images.  
or  
Clear **Disable blending** to have the program merge the overlap (which should be about 15%).
6. Click **OK** to apply the changes.

To set program preferences:

1. In the main program window, click **Settings**.
2. In the *Settings* dialog box, click the **Preferences** tab.
3. Set the number of changes that the program can undo. (Larger numbers require more memory.)
4. Clear the **Play sound effects** check box to not hear program sounds.  
or  
Select **Play sound effects** to hear sounds when using the program.
5. Clear the **Show ToolTips** to not see tips.  
or  
Select **Show ToolTips** to see brief help messages when the pointer is over a program item.



6. Specify the number of degrees that the rotation buttons move a selected image. You have more control with smaller numbers, but rotating an image is slower.
7. Click **OK** to apply the changes.

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## CREATING A PANORAMA

Creating panoramas is a little different than making a 2D image. While the task is not complex, it typically involves twelve or more images and a number of steps. To make this as easy as possible, all the images are organized into a project, which you save as a .UPJ file.

### Creating a New Project

To put your images together into a panorama, first you create a project file. When you click the **New Project** button, the Panorama Wizard automatically runs.

1. Choose **All Programs ▶ Photo Explosion Deluxe ▶ COOL 360** from the **Start** menu.
2. Click the **New Project** button on the right.
3. In the *New Project Wizard* dialog box, select a *Project type*:

**Full 360° panorama:** This is a complete, circular image and requires using a special viewer (included in the program).

**Wide angle image:** This is a long panorama that does not extend through a full circle and doesn't require the special viewer.

4. Type a name in the **Project name** box.
5. Click **Browse** to locate a folder for the project and click **OK**.
6. Type a description for this project (for example, panorama of the valley in summer, 1999 before development).
7. Click **Next**.

### Adding Images to the Project

Once you've created the project, you're ready to add images into the project and arrange them for the panoramic view.

To add images from your hard disk:

1. In the area on the left, locate and select an image. You can select multiple individual images by pressing **Ctrl** when clicking each image or pressing **Shift** as you select the last image in a range of images.
2. To add selected images, click **Add**.  
or  
To add all the images in the open folder, click **Add All**.

Thumbnails of the images appear in the preview area at the bottom of the wizard window.

3. Rearrange, rotate or remove images.
4. Click **Next**.

To acquire new images from your camera or scanner:

1. Click **Acquire**.
2. Select the source device for acquiring the new images.
3. Click **Browse** to locate and select a folder for the new images.
4. Type a name for the file(s). If you are downloading images from a digital camera, each image will start with this name. For example, if you type vacation, the digital photos will be named vacation001, vacation002 and so forth.
5. Select a file format for the saved files.
6. Click **Acquire**.

Thumbnails of the image(s) appear in the preview area at the bottom of the wizard window.

7. Rearrange, rotate or remove images.
8. Click **Next**.

## Managing Images in a Project File

You can rearrange, rotate or remove images from the project file before you create the panorama.

To rearrange images, drag the image's thumbnail to a new location in the preview area.

To reverse the order of all images, click the **Reverse Order** button.

To rotate an image, select the image and click the **Rotate** button. This rotates the selected image by 90° clockwise. You may select multiple images to rotate by pressing **Ctrl** or **Shift** while clicking the thumbnails. Click the **Rotate All** button to rotate all the images in the project.

To view smaller thumbnails, click the **Zoom out** button. To see larger thumbnails, click the **Zoom in** button.

To delete an image from the project, select it and click the **Delete** button. You may select multiple images to delete by pressing **Ctrl** or **Shift** while clicking the thumbnails. To delete all the images from the project, click **Remove A**

## Creating the Panorama

Once you've added the images and they're all arranged in the correct order, you're ready to turn them into a panorama.

To make the panorama:

1. Select your camera or lens from the **Camera lens** list.

Lens information (focal length) is often printed on the camera, on the lens housing or in your camera's user manual. Pick a preset that is similar to your camera. (To customize settings or download more settings, click the **Settings** button on the main program window and click the **Camera Lens** tab.)

2. Set *Stitching* options:

— **Disable warping:** Select this to not have the distortion effect used to make the panoramic image appear as a 3D image.

— **Disable blending:** Select this to not have the program merge the overlapping areas.

3. Click **Finish**.

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## WORKING WITH PROJECT FILES

A project file is not a finished panorama but a small file that contains information about your panorama.

### Opening an Existing Project

You can open an existing project (.UPJ file) into the COOL 360 workspace.

To open a project:

1. Click **Open Project** on the main window.
2. Locate and select the project file.  
or  
Select a recently opened file from the **Recent files** list.
3. Click **Open**.

### Editing an Existing Project

You can change the type of project from full 360° panorama to wide-angle image (or vice versa) in the Open dialog box, but only after the project is already open.

1. Click **Open Project** on the main window.
2. Locate and select the project file.
3. Click **Edit**.

4. In the *Edit Project* dialog box, select the other **Project type** option.
5. If necessary, type a new description.
6. Click **OK**.
7. Click **Open**.

## Saving a Project

You'll want to save the project file (.UPJ) for editing. Saving a project does not create and save a panoramic image.

1. In the main program window, click **Save Project**.
2. Locate and select a folder for your project.
3. Type a name for your project in the **File name** box. Projects are saved as .UPJ files.
4. Click **Save**.

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## ADJUSTING IMAGES

There are many ways to adjust your raw images in COOL 360: from touching up, correcting problems, and matching neighboring images to adding and enhancing color. The tools included with COOL 360 are both powerful and simple to use.

### Rotating Images

Sometimes images don't fit together because they are slightly skewed. If so, you can use the **Rotate** buttons to adjust for minor misalignments.

1. Click **Adjust** in the main program window.
2. In the preview, drag the slider at the bottom left corner until you see the image that needs adjusting.
3. Select the image in the preview.
4. Click one of the rotate buttons:

— To move the image counter-clockwise, click the **Left Rotate** button.

— To move the image clockwise, click the **Right Rotate** button.

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**Note:** To set the rotation amount, click **Settings** and click the **Preferences** tab in the *Settings* dialog box.  
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### Adjusting the Perspective

You can tilt an image towards (forward) or away (backward) from you.

1. Click **Adjust** in the main program window.

2. In the preview, drag the slider at the bottom left corner until you see the image that needs adjusting.
3. Select the image in the preview.
4. Click one of the perspective buttons:
  - To tilt the top of the image back or away from you, click the **Left Perspective** button.
  - To tilt the top of the image forward or towards you, click the **Right Perspective** button.

## Adjusting the Hue

You can adjust the color of an image by changing its red, green and blue (RGB) values.

1. Click **Adjust** in the main program window.
2. In the preview, drag the slider at the bottom left corner until you see the image that needs adjusting.
3. Select the image in the preview.
4. Drag the round button on the **Hue** bar to the left or right to change the color of the selected image

## Adjusting the Saturation

You can adjust the intensity or richness of color in an image. You may want to do this to match adjacent images or for an exciting artistic effect.

1. Click **Adjust** in the main program window.
2. In the preview, drag the slider at the bottom left corner until you see the image that needs adjusting.
3. Select the image in the preview.
4. Drag the round button on the **Saturation** bar to the left or right to change the intensity of colors in the selected image.

## Adjusting the Brightness

Change the brightness of an image to match adjacent images or improve its quality.

1. Click **Adjust** in the main program window.
2. In the preview, drag the slider at the bottom left corner until you see the image that needs adjusting.
3. Select the image in the preview.
4. Drag the round button on the **Brightness** bar to the left or right to adjust the light level of the image.

## Adjusting the Contrast

The contrast controls adjust the difference between light and dark areas in an image.

1. Click **Adjust** in the main program window.
2. In the preview, drag the slider at the bottom left corner until you see the image that needs adjusting.
3. Select the image in the preview.
4. Drag the round button on the **Contrast** bar to the left or right to adjust the sharpness between light and dark areas of the image.

## Reversing an Adjustment

COOL 360 has two commands where you can reverse or reapply recent adjustments.

To reverse an adjustment, click the Undo button. The program keeps track of the last series of adjustments you've made. To set the undo level, click Settings and click the Preferences tab in the Settings dialog box.

To reverse all adjustments and return to the original version, click Reset.

To reapply an adjustment that you've reversed, click the Redo button.

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**Note:** These commands do not work if you have changed the camera lens in the *Settings* dialog box or returned to **Start** and rearranged or added images.  
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## FINISHING THE PANORAMA

Finishing up a project can be as simple as saving it to an image file. In COOL 360 however, flexibility is also a part of the finishing process. The range of options available make it easy and fun to share your images with others.

### Saving a Panorama

You can save your panoramic image file as a .BMP, .JPG, .TIF or .PNG file. In addition, if you are creating a 360° panorama, you can also save the image as a .UVR file. This file format contains information necessary to view the panorama and can be double-clicked to open the panoramic image. If you have QuickTime 3.0 installed on your computer, you can also create .MOV files.

- **MOV:** This is a special format for Apple® QuickTime® files. .MOV panoramas are fast and easy to view, but you must install Apple QuickTime 3 or later to view them.

- **BMP:** BMP files are lossless files of high quality but they are very large (+5MB). These are not recommended for e-mail or the Web.
- **JPG:** With JPG files, high compression yields very small file sizes. This format is an excellent choice for panoramas on the Internet, either posted on a web site or attached to e-mail messages. JPG files are lossy, meaning the images lose some information when saved. This loss is not noticeable to most people.
- **PNG:** These files have high compression, small file sizes and are lossless. This format is not universally accepted and some people may have trouble viewing PNG files. The COOL 360 viewer can read PNG files, so this isn't a concern if you are going to attach the viewer.

To save a panorama:

1. Click the **Finish** step at the top of the main program window.
2. Click **Save**.
3. Locate and select a folder for the panorama.
4. Type a name for the panoramic image in the **File name** box.
5. In the **Save as type** list, select a file format.
6. Click **Save**.

### **Sending a Panorama by E-mail**

You can send your image to a friend by e-mail. COOL 360 automatically starts your default MAPI e-mail software and opens a new message with the image attached. If you are having any problems or are unsure if your e-mail software is set up correctly, follow the instructions for setting up your e-mail program.

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**Note:** Microsoft Outlook does not need to be set up.  
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To set up Eudora:

1. Start Eudora.
2. Open the **Tools** menu and choose **Options**.
3. In the **Category** list, select **MAPI**.
4. Under Use Eudora MAPI Server, select **Always**.
5. Click **OK** to save your changes and close the dialog box.

To set up Netscape Messenger:

1. Start Netscape Messenger.
2. Open the **Edit** menu and choose **Preferences**.
3. From the **Category** list, select **Mail & Newsgroups**.
4. Select **Use Netscape Messenger** from MAPI-based applications.
5. Click **OK** to save your changes.

To set up Outlook Express:

1. Start Outlook Express.
2. Open the **Tools** menu and choose **Options**.
3. Click the **General** tab.
4. Select **Make Outlook Express my default e-mail program**.
5. Select **Make Outlook Express my Simple MAPI client**.
6. Click **OK** to save your changes.

To send a panorama by e-mail:

1. Click the **Finish** step on the main program window.
2. Click **E-mail**.
3. To include the COOL 360 Viewer with your e-mail message, in the E-mail dialog box, select the Attach viewer check box.
4. Click **Send**.
5. Address the e-mail message, add a subject and any additional message.
6. Send the e-mail message.

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**Note:** If you selected **Attach viewer**, the panorama image is attached as a self-executable file (.EXE). Because of security software, some e-mail programs may not see or accept .EXE files. Check with the recipient before sending. If the recipient receives the .EXE file, he or she can double-click the attached self-executable file (.EXE) to launch the Viewer for viewing the panorama image.  
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## Posting a Panorama to the Web

Saving the panorama using this command creates a basic HTML web page with your panoramic image on it. This file, along with the associated image, can be modified further in any HTML editor and posted to your web site. COOL 360 generates all of the necessary code. All you have to do is upload the page and image to your Internet Service Provider (ISP).

1. Click the **Finish** step on the main program window.
2. Click **Web**.
3. In the *Web* dialog box, type a name for the web page in the **File name** box.
4. Click **Browse** to locate and select a folder for the web page.
5. Type a **Title** for the web page.
6. Adjust the **Width** and **Height** of the embedded panorama window. The default values are based on your panorama's size.
7. Click **Preview** to open your default web browser and see how your page looks.
8. Click **OK** to save the panoramic image, UVR, and HTML files to the specified folder.
9. If necessary, edit the web page further in an HTML editor or Notepad.
10. Upload the files to your web site. Be sure to upload all three files: the image file, the UVR file and the HTML file.

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**Note:** Your users must have the Viewer to see the images. When a user visits your web page the first time, a dialog box will appear prompting them to automatically install the small COOL 360 Viewer plug-in. Once this plug-in is installed, the panorama will be visible and can be navigated.  
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## Creating a Screen Saver

You can create an animated screen saver with your panoramic images. The screen saver displays your image and automatically scrolls and zooms randomly.

1. Click the **Finish** step on the main program window.
2. Click **Screen Saver**.
3. In the *Screen Saver* dialog box, type a name for the screen saver in the **File name** box.
4. Click **Browse** to locate and select where to save the screen saver.

5. Select **Preview** screen saver if you want to see your screen saver before you proceed.
6. Click **OK**.

If you selected **Preview** screen saver, the panorama appears on your screen. Move the mouse to return to the COOL 360 workspace.

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**Note:** You can modify your screen saver's properties by right-clicking the Windows desktop, choosing **Properties** and clicking the **Screen Saver** tab.  
.....

## Printing a Panorama

You can print a panorama onto a single page or onto multiple pages that you can tape together.

1. Click the **Finish** step on the main program window.
2. Click **Print**.
3. In the *Print* dialog box, select a page layout:
  - **Fit on page:** Fits the final panorama onto one page.
  - **One row:** Print the final panorama onto sheets of paper with that you tape together in a single row.
  - **Two rows:** Print the final panorama as a large poster over multiple sheets of paper that you tape together in two rows.
4. Click **Print**.

## Copying the Panorama

You can copy your panoramic image file, together with the Viewer, to the Clipboard, and paste it into other applications.

1. Click the **Finish** step on the main program window.
2. Click **Copy**.
3. Switch to another application (like Microsoft® Word or PowerPoint®).
4. Open the **Edit** menu in the target application and choose **Paste** or press **Ctrl+V**.
5. Double-click the panorama object in the document to start the Viewer.
6. Navigate through the panorama using the mouse and keyboard.

## Exporting a Panorama

Exporting a panorama is useful if you want to view your panorama on another computer, but you don't want to send it by e-mail or post it to the Web. You could save it to a floppy disk or record it onto a disc. You can save or create a self-executable (.EXE) file that contains your image and the Viewer in one package. This file can be double-clicked to automatically extract the contents (an .UVR file and a .JPG image) to a folder on the desktop to open the image in the Viewer.

1. Click the **Finish** step on the main program window.
2. Click **Export**.
3. In the *Export* dialog box, type a name for the self executable (.EXE) in the File name box.
4. Click **Browse** to locate and select a folder for the .EXE file.
5. Select the **Attach viewer** check box to have the Viewer included with the panorama.  
or  
If your users already have a Viewer, clear this option.
6. Click **OK**.

---

## USING THE COOL 360 VIEWER

Panoramic photos are substantially different from other types of images require a special viewer. There are three ways open the viewer to see a panorama:

- In the COOL 360 main program window, click the **Viewer** icon at the bottom of the window.
- Choose **All Programs ▶ Photo Explosion Deluxe ▶ COOL 360 Viewer** from the **Start** menu or double-click *UPViewer.EXE* in the *Photo Explosion Deluxe/Cool 360* folder.
- Double-click the completed panorama file (.UVR) from Windows Explorer or the desktop.

To use the Viewer:

- Move the pointer onto the panorama and when the arrow pointer is visible, drag in the direction you want to scroll in.
- Move the pointer onto the panorama and when the magnifying glass pointer is visible (in the center of your image), drag up to zoom out or drag down to zoom in. You can also click the Zoom in and Zoom out buttons on the toolbar.

To open an existing panorama:

1. Click the **Open** button on the toolbar.  
or  
Choose **Open** from the **File** menu.
2. Locate and select the .UVR file to open.
3. Click **Open**.

To switch to a different viewing mode:

- Choose **Flat Image** or **Panorama** from the **Switch** menu.
- Click the **Flat Image mode** or **Panorama Navigation mode** button on the toolbar.

To quit the Viewer:

- Choose **Exit** from the **File** menu.
- Click the close box on the window.

---

# Appendix C. Using Morpheus (Deluxe Only)

Morpheus is an award-winning graphics program for morphing two images or movies — transforming one into the other. You can save your morphs as Shockwave® Flash™, animated GIF, JPEG and other popular formats. Morpheus is easy, fast and fun to use for both beginners and advanced users.

It includes two modes. For most users, start with Beginner Mode and move up to Normal Mode once you're comfortable with the basic features. Beginner Mode hides everything but the bare essentials needed to create a simple morph. For power-users and image professionals, you might start right in with Normal Mode and the full feature set.

Morpheus includes sample morphs, which you can use as a way to quickly learn the program. To view sample morphs, choose **Sample Morphs** from the **Help** menu and open an .AML file.

---

## OVERVIEW

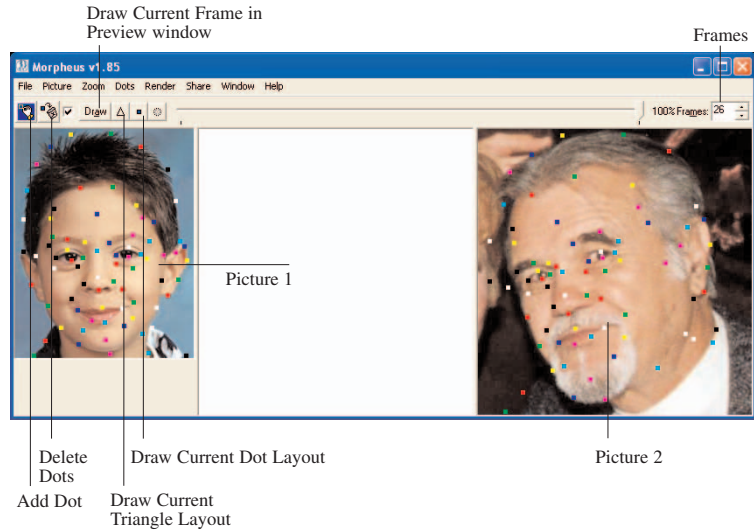
To create a morph you must have two pictures available. It's best if the two pictures are similar in size. You place dots on the pictures to tell Morpheus how you want the first picture to morph into the second. These dots act as reference points in creating the final morph. To create the best morphs, try to strategically place dots on key features of the two pictures.

To create a morph:

1. Load two pictures into the program's viewer boxes.
2. Place reference dots on **Picture 1**, particularly at key elements in the picture. (The more dots you place, the smoother the transition is between the two pictures.)
3. Adjust the reference dots, as needed, on **Picture 2**.
4. Choose an output file type from the **Render** menu.
5. Locate where to save the rendered file, name it and click **Save**.
6. Choose **Save Layout** from the **File** menu to save the layout (Morpheus project) file.
7. Locate where to save the layout file, name it and click **Save**.

---

## MORPHEUS WORKSPACE



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## CREATING A LAYOUT

A layout is the Morpheus setup for rendering the images or movie file. The layout file (an .AML file) includes all your settings, dot locations, the paths to the two pictures and the layout size.

Each dot is really a pair of dots: one on each picture. The opposite dot is referred to as the partner dot. The morphing sequence starts out at the location on the first picture and moves through the transformation to the location of the paired dot on the second picture. For example, if you were morphing two face pictures and wanted the nose on the first picture to morph into the nose on the second picture, make sure that the dots around the nose on the first picture are partnered with dots that go around the nose in the second picture. To create a strange morph, you could place dots around the nose of the first picture and then partner them to dots around the eye or mouth of the second picture.

To create a new layout with pictures:

1. Choose **New Layout** from the **File** menu.
2. Choose **Picture 1** from the **Picture** menu, locate and select the picture and click **Open**.  
or  
Drag a picture into the **Picture 1** box.
3. Choose **Picture 2** from the **Picture** menu, locate and select the picture and click **Open**.  
or  
Drag a picture into the **Picture 2** box.

4. Drag a dot from the **Dot** icon on the toolbar onto key features in **Picture 1**.   
or  
Choose **Add Dot** from the **Dots** menu and drag the dot to a location on Picture 1.
5. Repeat step 4 as needed.
6. Select a dot on **Picture 1** and drag the corresponding dot on **Picture 2** to match up to features as desired for the transformed picture. (The matching dots have the same color.)
7. Repeat step 6 as needed.

.....  
**Note:** Instead of adding all the dots and then moving them, you may want to re-position them as you add them.  
 .....

8. To remove a dot, drag it from the picture to the **Trash** icon on the toolbar. (The corresponding partner dot automatically gets removed, too.) 

To save a layout:

1. Choose **Save Layout** from the **File** menu.

If this is the first time you've saved the layout, the *Save Morpheus Layout As* dialog box appears.

2. Locate where you want to save the layout file.
3. Type a **File** name for the file.
4. Click **Save**.

The layout is saved as an .AML file.

To change the name or location on an existing layout, choose **Save Layout As** from the **File** menu.

To open a saved layout:

1. Choose **Open Layout** from the **File** menu.
2. Locate and select the .AML file.
3. Click **OK**.

To view sample layouts:

- Choose **Open Sample Layout** ► **Morphs** ► a sample from the **File** menu.
- Choose **Open Sample Layout** ► **Warps** ► a sample from the **File** menu.

---

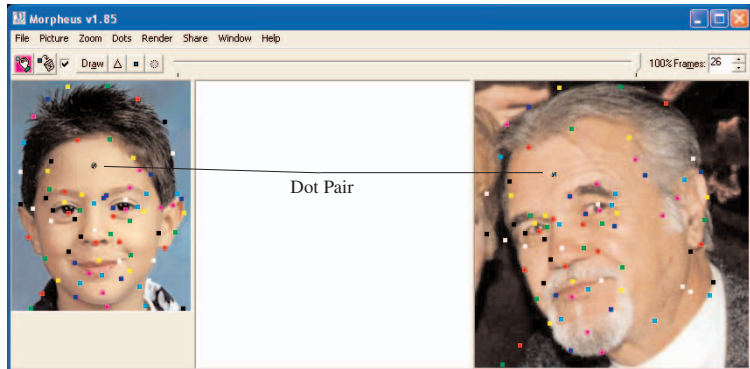
## WORKING WITH DOTS

The more dots you place on the pictures, the smoother the morph will be. Try to match dots to features found in both pictures (such as eyes, nose and mouth if you are morphing images of people). Whenever you select a dot, both that dot and its corresponding partner dot will glow.

### Adding dots

Manipulating dots is the bulk of the work needed to create stunning morphs. There are several ways to apply dots to your pictures. Use whichever method you find the easiest and quickest.

- Drag from the Dot button on the toolbar.
- Choose Add Dot from the Dots menu.
- Press the Alt key and click the mouse wherever you want to add a new dot.
- Press Ctrl + A.
- Right-click the picture area and choose Add Dot.



### Moving dots

In addition to selecting dots with the mouse, you can press the Tab key to cycle through the dots. When you've selected a dot, you can drag it or use the arrow keys to move the selected dot. To move the partner dot with the arrow keys, press the Shift key. You can also:



- Press the Shift key and drag a dot with the mouse to move in only a straight horizontal or vertical line.
- Press Ctrl and click to select dots and make both dots blink without moving them. Use this to see a dot's partner without changing the location. (This is most relevant when there are many dots on the pictures and it becomes difficult to locate the corresponding partner dot.)

To select all the dots:

- Choose **Select All** from the **Dots** menu.

To switch the dots between the two pictures:

- Choose **Swap Dots** from the **Dots** menu.

## Customizing Dots

As you add dots, each dot changes colors. By default only eight colors are available. If you have a complex picture, you may want to use more colors.

To change the colors for the dots:

- Choose **Color ▶ 64 Colors** or **Color ▶ 256 Colors** from the **Dots** menu.
- Choose **Color ▶ Bright** or **Color ▶ Dark** from the **Dots** menu.
- To have dots of the same color, choose **Color ▶ Red** or **Color ▶ Green** or **Color ▶ Black** or **Color ▶ White** from the **Dots** menu.
- To customize the dot color, choose **Color ▶ Custom Color** from the **Dots** menu. Specify RGB values and click **OK**.

To change from the standard square dots:

- Choose **Style ▶ shape** from the **Dots** menu.

To remove all the dots:

- Choose **Clear All** from the **Dots** menu.

You can make the dots invisible without removing them by choosing **Color ▶ Invisible** from the **Dots** menu. To see the dots again, choose **Color ▶ Invisible** again.

## Zooming

You can zoom in to a picture to fine-tune dot locations for detailed morphs. You may want to zoom out to work with large pictures on a smaller display.

To zoom in, choose **200%** or **400%** from the **Zoom** menu.

To zoom out, choose **10%**, **25%** or **50%** from the **Zoom** menu.

If you save the layout, load pictures or render any output, Morpheus will automatically reset the zoom to 100% unless you choose **Lock** from the **Zoom** menu. If there's a check mark next to **Lock**, you won't be able to save the layout, load pictures or render the morph to prevent accidental rezooming.

---

## WORKING WITH PICTURES

You can drag picture files onto the boxes from Windows Explorer to load them or use the commands on the **Picture** menu.

Morpheus references the location of the pictures in the layout and this location is saved with the layout. Be sure to keep your picture files until you render and save the final version of the morph file. If you delete or move the pictures from your computer and later try to load the layout, Morpheus will be unable to locate the pictures and will prompt you to find them to see the morph again.

You can switch the pictures for the morph:

- Choose **Swap Pictures** from the **Picture** menu to keep the dots in the same location of the picture frame.
- Choose **Swap Pictures with Dots** from the **Picture** menu to keep the dots with the pictures.

To have a picture morph from or to a blank:

- Choose **Clear Picture 1** from the **Picture** menu.
- Choose **Clear Picture 2** from the **Picture** menu.

In general, you'll want to have pictures of similar sizes for the best morphs, unless you're creating a strange morph. You can adjust the picture size in a photo-editing program like Photo Explosion 2 Deluxe prior to loading the pictures or you can adjust the size in Morpheus.

To adjust the picture sizes:

1. Choose **Size ► Layout** from the **Render** menu
2. Change the values in the boxes on the left.
3. To change the values for the other picture, click the button at the top right corner of the Picture section.
4. Change the values for that picture.

If you load a transparent .GIF file, the transparent pixels will use the background color set in the Options dialog box (the default background) or you can set the background color in the Morph Layout dialog box.

To specify a background color:

1. Choose **Size ▸ Layout** from the **Render** menu
2. Click **Back Color**.
3. In the *Background Color* dialog box, specify the **RGB** colors for the background.
4. Click **OK**.

---

## RENDERING

Once you have loaded the pictures and placed the dots, you can create the actual morphing sequence. You may want to preview the morph before rendering.

The quality of the output morph depends on several factors:

- The number and location of the dots on the pictures
- Your display color settings
- The number of frames in the morph

Use 24 or 32bit (True Color) settings for the best morphs. Using 16-bit (High Color) will lead to lower quality output, but the results are still good. Morpheus does not support 256 color mode rendering and will produce very poor output if the desktop is set to 256 colors.

You can increase the number of frames in your morph so that it will transform more slowly and smoothly by changing the number in the **Frames** box on the right. The more frames your morph has, the more space the file will take up in the final morph, but without a sufficient amount of frames, the morph will go by too fast and appear jumpy.

### Previewing the Morph

You can view individual frames of your morph before rendering so that you can adjust the dot positioning and other options. The more frames your morph has, the more you can use the Preview slider to see frames from various positions in your morph.

To see a preview of the morph:

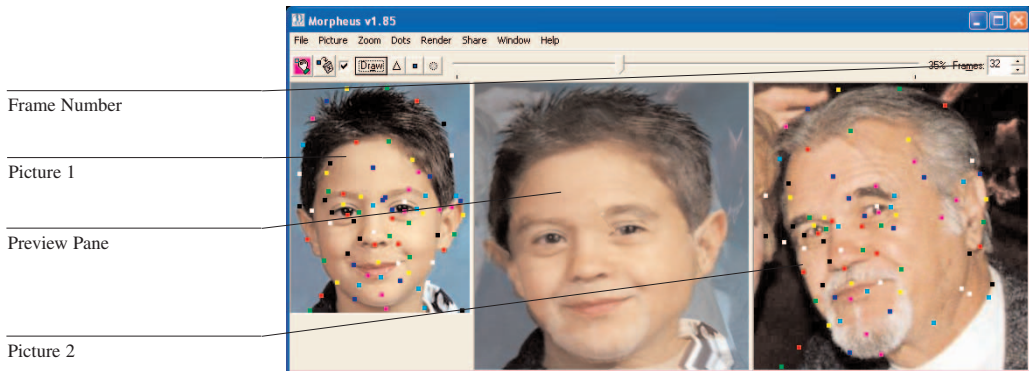
1. Select **Preview Window** above Picture 1.

The preview appears between the two pictures and you'll see new toolbar

buttons and a **Preview** slider.

2. Move the Preview slider to the frame you want to view.
3. Click the Draw button to see the frame.

.....  
**Note:** Choose **Auto Draw Preview** from the **Render** menu to have the previewed frame update automatically as you move to a different frame.  
.....



Morpheus divides your pictures into triangles to create realistic-looking morphs. Click the **Triangle** button to see the current triangulation setup. The **Dot** button will show you where the dots will be in the current frame. After seeing the dots or triangles, you can see the same frame without them by clicking the **Draw** button. Clicking the last toolbar button will clear the *Preview* window completely.

## Rendering

After finalizing the dot positions and the frames, you can render the morph.

To render the transformation:

1. Choose the output format from the **Render** menu.  
or  
Choose **Render Morph to File(s)** ► **output format** from the **File** menu.
2. Locate where you want to save the rendered file.
3. Type a **File name**.
4. If you're rendering this as a sequence of image files, select the image file type from the **Save as type** list.
5. Click **Save**.

.....  
**Note:** Press **Esc** to cancel the rendering process.  
.....

## Changing the rendered morph size

To change the size of the final morph, choose a size from the **Size** submenu on the **Render** menu. **Biggest Dimensions** or **Smallest Dimensions** will set the morph size to the bigger or smaller of the two pictures you are using. Alternatively, choose an actual size.

To customize the size of the morphed images, choose **Size ▶ Layout** from the **Render** menu. In the *Morph Layout* dialog box, you can type the dimensions for the final output size or click buttons equivalent to the **Size** submenu items in the *Morph Size* area.

In the *Morph Layout* dialog box, you can also position and resize the pictures in the output window if you don't want them to fill the entire area. In the *Picture* size area, you can position the pictures off the edges of the output window to zoom in on a certain part of the picture for your morph. The arrow buttons on the right will move a picture to any corner or to the center while maintaining the picture's original size. Click **Stretch** to have the picture to fill all the available area. Typically, you'll stretch both pictures to fill the available space. (Click the button at the top right corner of the **Picture** area to work with the other picture.)

When you've adjusted the pictures and the output as desired, click the **Close** button.

## Setting Options

You can use the *Options* dialog box to adjust the default settings for the final morph and the preview look. The more complex the options that are set, the longer the morph will take to draw, but the better it will probably look. ToolTips give specific details about each option.

To set common options:

1. Choose **Options** from the **Render** menu.  
or  
Press **Ctrl+O**.
2. To create a standard morph, select both **Picture 1** and **Picture 2** under *Render* and select **Fades with Picture** under *Background*. These are the default selections.  
Or  
To create a warp instead of a morph, select only **Picture 1** under *Render* and select **Strict Transparency** under *Background*. A warp is simply a deformation of a single picture instead of a transition to another.
3. To create the best output before rendering your final morph, select **Smooth Pixels** under *Render*.

4. To have the morph pause on the end frames before and after the transition happens, set **Stay on ends for** to a larger number (such as 30) under *Movie Specific Options*.
5. To return to the Morpheus defaults, click **Defaults**.
6. Click **OK**.

---

## SENDING A MORPH

You can send a morph quickly to friends and family using the **Email a Morph to a Friend** command on the **Share** menu.

To quickly send a morph:

1. Choose **Email a Morph to a Friend** from the **Share** menu.
2. Type your Email address in the **From** box.
3. Type an e-mail address in the **To** box. (To send to more than one address, separate the addresses with commas.)
4. Click **Next**.  
or  
Click the **Morph Type** tab.
5. Select either **Shockwave Flash** or **Animated GIF**. (An animated .gif file will play in any browser. Users must have a free plug-in installed in their browsers to play Shockwave Flash (.swf) files and they must view the morph within seven days.)
6. Click **Next**.  
or  
Click the **Render Morph** tab.
7. Click the **Render Morph** button.
8. To preview the morph, click **Preview Morph**.

Your default browser opens and shows the morph.

9. If necessary, return to the *Email a Morph to a Friend* dialog box.
10. Click **Next**.  
or  
Click the **Send Email** tab.
11. Click **Send Morph**.

If you'd like to have your morph posted on the Morpheus web site, use the **Post your morph on the Morpheus Website** command on the **Share** menu.

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# Appendix D. Using PictureToTV (Deluxe Only)

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## INTRODUCTION

Art Explosion® PictureToTV is an easy-to-use application that transforms your digital photos into digital video. With PictureToTV, you can archive your favorite pictures onto CDs that are playable on most DVD/VCD players and playable in a computer's CD-ROM or DVD drive. You can add music and transition effects to your pictures and create custom backgrounds for navigating through the different albums.

With PictureToTV you can:

- Add pictures from any folder on your computer.
- Work with many image formats (for example, JPG, BMP, PNG, TIF, PICT or TGA).
- Organize your pictures into different albums.
- Rearrange your pictures using drag and drop techniques.
- Add text to your pictures anywhere.
- Rotate your pictures
- Sort your pictures.
- Select from many different transition effects.
- Select background music (MP3, WAV, or OGG) for your album.
- Add a background with navigation buttons to each album.
- Burn the albums directly to CDs using the following formats :Video CD 2.0 (NTSC: 352x240, PAL: 352x288) or Super Video CD (NTSC: 480x480, PAL: 480x576) with a separate SVCD plug-in installed.

.....  
**Note:** You may obtain the SVCD plug-in from  
[www.novadevelopment.com/products/productinfo.aspx?product=tw](http://www.novadevelopment.com/products/productinfo.aspx?product=tw)  
.....

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## OVERVIEW: CREATING A PICTURE SLIDESHOW

To make a CD to show on your television set:

1. Start PictureToTV.  
PictureToTV starts with an untitled album open.
2. Add other albums to the project.
3. Organize and rename the albums.
4. Import pictures into the albums.
5. Customize the albums by adding music and transition effects.
6. Create a disc menu.
7. Create a disc image and burn your project onto a CD.

Each of these steps is explained in more detail in this appendix. This user manual also includes other features such as adding text to pictures, cropping pictures, sorting pictures and formatting text on the disc menu.

---

## USING PICTURETOTV HELP

PictureToTV includes an online help system for you to get information while you are working with the program. In addition to online help, you can get other helpful information through the **Help** menu.

### The Help Menu

The Help menu contains these items:

- **PictureToTV Help** has general information and step-by-step instructions for PictureToTV tasks.
- **Online Support** opens your default browser to a support page at [www.novadevelopment.com](http://www.novadevelopment.com).
- **Online FAQ** opens your default browser to a FAQ page at [www.novadevelopment.com](http://www.novadevelopment.com).
- **Tip of the Day** opens the *Tip of the Day* window showing a helpful tip for working with PictureToTV. Click **Next Tip** to see another tip. To not have the Tip of the Day appear when you start up PictureToTV, select **Never show tips at startup** from the list. To view tips at startup again, choose **Tip of the Day** from the **Help** menu and select **Always show tips at startup**.



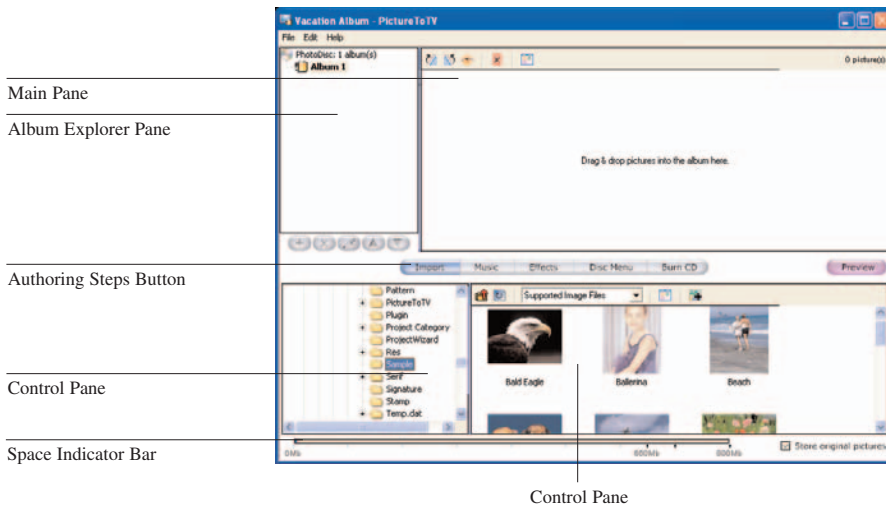
- **About PictureToTV** shows a PictureToTV splash screen with version information.

## PICTURETOTV WORKSPACE

The PictureToTV window is where you create and organize the albums that you want to burn to a CD.

The Album Explorer pane shows all the albums in the current project. The Main pane shows the pictures in the selected album or shows additional configuration parameters for the Control pane. The Control pane changes according to the authoring step (or mode) selected and shows all the settings that are available in the album at each authoring step (or mode). The Authoring Step buttons determine what activities you may do. The Space Indicator bar indicates how much space the project has used. You use this to determine how many pictures you can put onto a 650 MB or 700 MB CD.

Additionally, by selecting the Store Original Picture check box you can store the original pictures separately on the CD. If you select this option, your pictures will be stored in an album\_name subfolder within a PHOTOS folder on the CD.



### Creating a New Project

To create a new project, choose **New** from the **File** menu.

### Opening a Project

There are two ways to open existing projects in PictureToTV.

If you've recently worked on a project, it appears on the **File** menu.

- To open a recent project, open the **File** menu and click the project's name.

If you haven't worked on a project for a while, use the **Open** command.

To open a project:

1. Choose **Open** from the **File** menu.
2. In the *Open* dialog box, locate and select the project you want to open.
3. Click **Open**.

.....  
**Note:** PictureToTV projects have a .PTV extension.  
.....

## Starting a New Project

To start a new project:

1. Choose **New** from the **File** menu.

If you have a project open that you haven't saved yet, a warning appears.

2. Click **Yes** to save the changes. If this is an untitled project, locate where you want to save it, type a project name and click **Save**.  
or  
Click **No** to discard any changes.

A new, untitled project appears in the *PictureToTV* window.

## Saving a Project

If you've saved the project before, choose **Save** from the **File** menu.

If you haven't saved the project before or if you want to save the project with a new name or in a different location, use the *Save As* command.

To save a project:

1. Choose **Save As** from the **File** menu.
2. In the *Save As* dialog box, locate where you want to save the project.
3. Type a name for the project.
4. Click **Save**.

---

## DEVELOPING YOUR PROJECTS

A project contains one or more albums.

With PictureToTV you may:

- Add an album to your project
- Remove an album from your project
- Rearrange the order of the albums in a project
- Rename an album
- Loop the albums in a project

### Adding a New Album

You may add new albums to any project.

To add an album:

- Click the **Add New Album** button on the Album Explorer pane toolbar.
- Right-click the PhotoDisc in the Album Explorer pane and Click **Add New Album**.



### Selecting an Album

To work with an album, you select it. Music and transition effects apply to the currently selected album.

- Click the album's name in the Album Explorer pane.

The pictures in the selected album appear in the Main pane.

### Removing an Album

You may remove an album from any project.

1. Select the album in the Album Explorer pane.
2. Click the **Remove Album** button on the Album Explorer pane toolbar.



or

1. Right-click the album in the Album Explorer pane.
2. Click **Remove Album**.

## Renaming an Album

When you create a new album, PictureToTV creates an untitled album. You may rename any album.

1. Select the album in the Album Explorer pane.
2. Click the **Rename Album** button to rename the album.



or

1. Select the album in the Album Explorer pane.
2. Click the album name again and wait until the text box appears.
3. Type the new name and press **Enter**.

or

1. Right-click the album in the Album Explorer pane.
2. Click **Rename Album**.
3. Type the new name and press **Enter**.

## Rearranging Albums

You may rearrange your albums to be displayed in any order.

To rearrange the albums in a project:

1. Select an album to move in the Album Explorer pane.
2. Click the **Move Up** or **Move Down** button to change the position of the selected album.



## Looping an Album

You can configure an album to loop indefinitely during playback.

To loop an album:

1. Right-click the album in the Album Explorer pane.
2. Click **Loop Indefinitely**.

This command toggles between a looping and non-looping state.

If an album is set to loop, the album's icon in the Album Explorer pane shows a small loop.

.....  
**Warning:** If you disable the **Disc Menu** feature, you need to make sure that there are no albums after a looping album. Any album that comes after a looping album will be inaccessible, and hence, unplayable. The software will warn you if it detects this.  
.....

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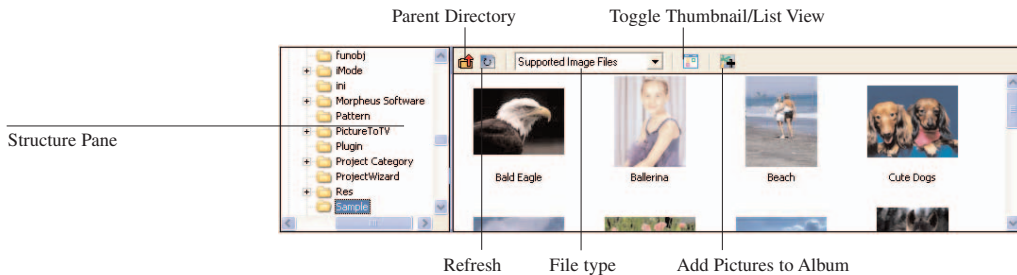
## WORKING WITH PICTURES

You may add pictures of different image formats (for example, JPG, BMP, PNG, TIF, PICT or TGA) into your slideshows. Once you import pictures into an album, you may:

- rearrange pictures
- rotate pictures
- sort all the pictures in an album
- move pictures between albums

### File Explorer Pane

The File Explorer pane appears if you click the Import button.



Click the **Refresh** button to refresh the files in the selected folder.

Click the **Parent Directory** button to move from your current folder (or directory) up to the containing folder (or parent directory).

Select **All Files** or **Supported Image Files** in the File Type list to specify the type of files to display in the File Explorer.

Click the **Toggle Thumbnail/List View** button to switch between the thumbnail and list view. The thumbnail view shows small images of the pictures. The list view shows the file name, size and type of file for each image.

Click the **Add pictures to album** button to add the selected picture(s) to the open album.

## Adding Pictures to an Album

You add pictures into your selected album when you are in Import mode.

To activate Import mode:

1. Select the album that will contain the pictures in the Album Explorer pane.
2. Click **Import** to display the File Explorer in the Control pane.
3. In the File Explorer Structure pane on the left, locate and select the folder containing the pictures.

The pictures are listed in the File Explorer pane on the right.

4. Select a single picture.  
or  
Control-click individual pictures to select multiple pictures.
5. Click the **Add pictures to album** button.  
or  
Drag the images into the Main pane.



## Managing Album Pictures

When you are in the Import, Music or Effects mode, you may:

- Re-arrange and rotate pictures in your album.
- Remove pictures from your album.
- View individual pictures from your album.
- Move pictures from one album to another.



You may re-arrange the pictures into any order that you like.

To re-arrange pictures in an album:

1. Select the album containing the pictures you want to re-arrange.
2. If necessary, click the **Import**, **Music** or **Effects** button.
3. In the Main pane, select a picture.  
or  
**Ctrl**-click to select multiple pictures.
4. Drag the selected pictures to a new location.

You may rotate one or more pictures in 90-degree increments.


To rotate one or more pictures:

1. Select the album containing the picture(s) you want to rotate.
2. If necessary, click the **Import, Music** or **Effects** button.
3. In the Main pane, select a picture.  
or  
Control-click to select multiple pictures.
4. Click the **Rotate 90 Clockwise** button to rotate the picture(s) clockwise.   
or  
Click the **Rotate 90 Anti-Clockwise** button to rotate the picture(s) counter-clockwise. 

.....  
**Note:** Rotated pictures are saved to their original files. If you want to keep the originals, you may want to make a backup copy before making any changes in PictureToTV.  
.....

You may remove one or more pictures from an album.

To remove one or more pictures:

1. Select the album containing the picture(s) you want to remove.
2. If necessary, click the **Import, Music** or **Effects** button.
3. In the Main pane, select a picture.  
or  
Control-click to select multiple pictures.
4. Click the **Remove Picture(s)** button.   
or  
Press the **Delete** key.

You may view a picture in greater detail.

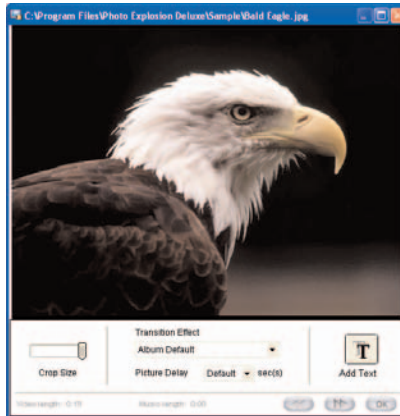
To view a picture:

1. Select the album containing the picture you want to view.
2. If necessary, click the **Import, Music** or **Effects** button.

3. In the Main pane, select the picture.
4. Click the **View Picture** button.  
or  
Double-click the picture



The original picture appears in a separate window.



*Picture Window*

You may move pictures from one album to another.

To move one or more pictures to another album:

1. Select the album containing the picture(s) you want to move.
2. If necessary, click the **Import, Music** or **Effects** button.
3. In the Main pane, select a picture.  
or  
Control-click to select multiple pictures.
4. Drag the selected picture(s) to another album in the Album Explorer pane.  
or  
Choose **Cut** from the **Edit** menu, select another album and choose **Paste** from the **Edit** menu.

The selected picture(s) move to the new album.

.....  
**Note:** The images move completely from one album to another.  
 .....




You may copy pictures in one album to have the same picture in more than one album.

To copy a picture:

1. Select the album containing the picture(s) you want to copy.
2. If necessary, click the **Import, Music** or **Effects** button.
3. In the Main pane, select a picture.  
or  
**Ctrl**-click to select multiple pictures.
4. Choose **Copy** from the **Edit** menu.
5. Select the album that you want to hold the picture(s).
6. Choose **Paste** from the **Edit** menu.

You can sort your imported pictures by their filename, size, date or type.

To sort an album's pictures:

1. Select the album containing the picture(s) you want to sort.
2. If necessary, click the **Import** button.
3. If necessary, click the **Toggle Thumbnail/List View** button to list the pictures by file name. 
4. Click the list column header to sort the contents of that column.
5. Click the column header again to change the order of the sort.

---

## CUSTOMIZING A PICTURE

You can customize individual pictures by:

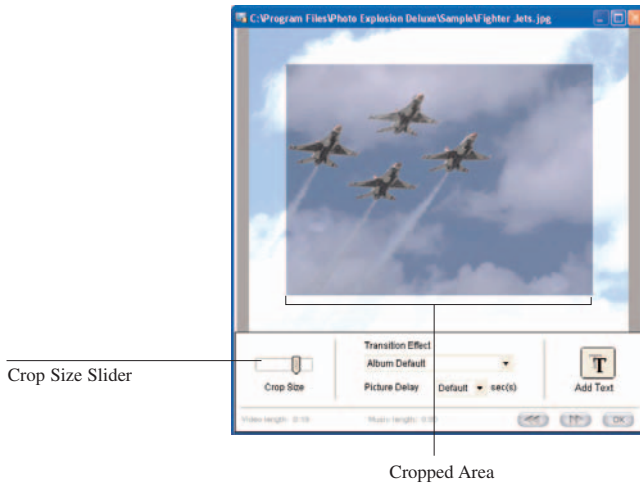
- Selecting a section of your picture displaying.
- Specifying the transition effect and picture delay.
- Adding text captions.

### Cropping a Picture

Instead of using the whole picture in a slideshow, you can select a section of it to display. This is useful when you want to maximize a particular area shown on TV — especially for a portrait.

To crop a picture:

1. Select the album containing the picture you want to crop.
2. If necessary, click the **Import** button.
3. Double-click the picture or the file name.
4. In the picture preview window, drag the **Crop Size** slider to adjust the size of the displayed area (the area that shows the picture clearly).
5. Drag the displayed area to the part of the picture you want to have shown in the slideshow.



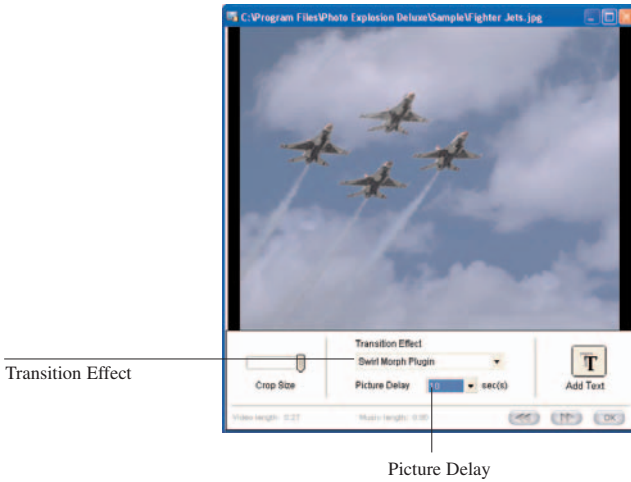
6. Click **OK**.

## Specifying a Transition Effect

You can specify the transition effect for individual pictures. The transition effect is used when the slideshow moves from the previous picture to this picture. The delay determines how long the picture stays in view before the next picture appears.

To add a transition effect to a picture:

1. Select the album containing the picture.
2. If necessary, click the **Import** button.
3. Double-click the picture or the file name.



4. In the picture preview window, select an effect from the **Transition Effect** list.
5. Select a delay from the **Picture Delay** list.  
or  
Type a value in the box.
6. Click **OK**.

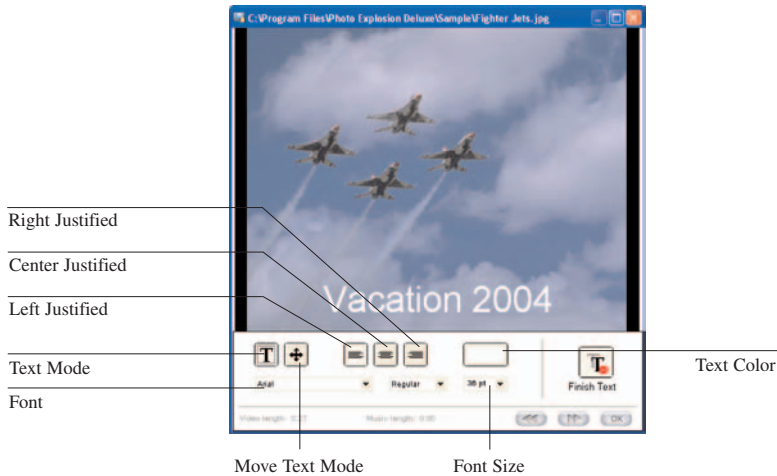
.....  
**Note:** These settings override the album settings when viewing this picture.  
 .....

### **Adding Text to a Picture**

You can add as captions to your picture — in any font, sizes, and color.

To add text to a picture:

1. Select the album containing the picture.
2. If necessary, click the **Import** button.
3. Double-click the picture or the file name.
4. In the picture preview window, the **Add Text** button.  
The Text area appears at the bottom of the picture preview window.



5. If necessary, click the **Text** button.
6. Click on the picture where you want text to appear.
7. Type the text for the caption.
8. Make any adjustments.
9. Click **Finish Text**.
10. Click **OK** to close the picture preview window.

To move text:

1. In the Text area of the picture preview window, click the **Move** button.
2. Drag the text to a new location.

## Editing and Formatting Text

You may edit, change or format the text if you are in Import mode.

To edit text:

1. Select the album containing the picture with a caption.
2. If necessary, click the **Import** button.
3. Double-click the picture or the file name.
4. In the picture preview window, click the **Add Text** button.

The Text area appears at the bottom of the picture preview window.

5. In the Text area of the picture preview window, click the **Text** button.

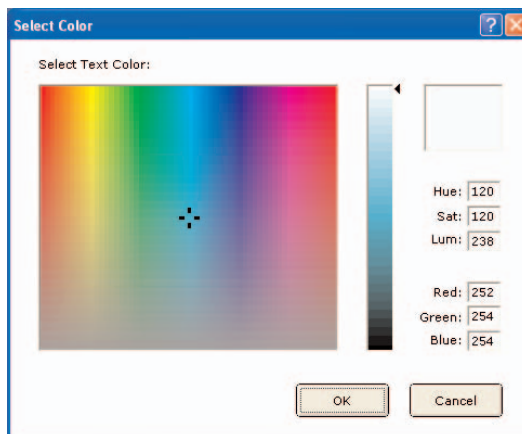
6. Select the text you want to change.  
or  
Click where you want to add text.
7. Type the new text.
8. Click **Finish Text**.
9. Click **OK** to close the picture preview window.

To format text:

1. Select the album containing the picture with a caption.
2. If necessary, click the **Import** button.
3. Double-click the picture or the file name.
4. In the picture preview window, click the **Add Text** button.

The Text area appears at the bottom of the picture preview window.

5. In the Text area of the picture preview window, click the **Text** button.
6. Select the text you want to format.
7. To change the alignment, click an alignment button. (Alignment changes are most noticeable when you've added line breaks to the text.)
8. To change the color, click the **Color** button. Click the color you want in the color palette or the color bar or type **HSL** or **RGB** values. Click **OK**.



9. To use a different font, select it from the Font list.

10. To change the text style, select **Regular**, **Bold** or **Italic** from the Style list.
11. To change the size, select a size from the Point Size list or type a size in the box.
12. When through making changes, click **Finish Text**.
13. Click **OK** to close the picture preview window.

---

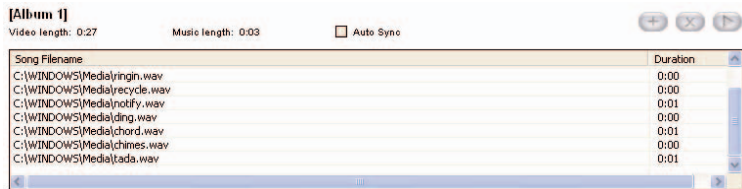
## CUSTOMIZING AN ALBUM

You can customize an album by:


- Adding music — either MP3, WAV or OGG files.
- Specifying an overall transition effect and picture delay.
- Synchronizing video and music.

### Adding Music to an Album

You may add one or more music files that play when an album is shown in the slideshow. When you click the Music button, the Music list appears in the Control pane.



To add music to an album:

1. Select the album you want to customize.
2. Click the **Music** button.
3. Click the **Add Music File(s) to album** button.   
An *Open* dialog box appears.
4. Locate and select an MP3, WAV or OGG file. (Control-click to select multiple files.)
5. Click **Open**.  
The music file(s) appear in the **Music File** list.

## Removing Music from an Album

To remove a music file from your album:

1. Select the album you want to customize.
2. Click the **Music** button.
3. Select a music file in the Music File list.  
or  
**Ctrl**-click to select multiple files.
4. Click the **Remove Selected Music File(s)** button.



## Playing Music

You may want to make sure that you selected the correct music file.

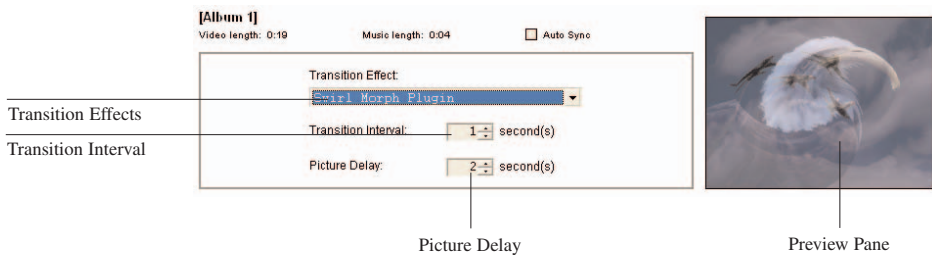
To listen to the music file:

1. Select the music file in the list.
2. Click the **Play** button.
3. To stop playing the music before it is through, click the **Stop** button.



## Selecting a Transition Effect

You may add a transition effect to an individual album when it is shown in the slideshow. When you click the Effects button, the Effects pane appears in the Control pane.



.....  
**Note:** The transition effect applied to an individual picture overrides the album's transition effect.  
.....

1. Select the album you want to customize.
2. Click the **Effects** button.
3. Select an effect from the **Transition Effects** list.
4. Select a value from the **Transition Interval** list to determine the duration of the transition effect for each picture.
5. Select a value from the **Picture Delay** list to determine how long each picture remains on screen.  
A preview of the transition effect appears in the preview area.

.....

**Note:** Only the first two pictures in the album will be used for the preview. If there are no pictures in the album, sample pictures will be used for the preview.

.....

## Synchronizing Video & Music

By default, your music will be looped if its total length is shorter than the video length. If it's longer than the video length, it will be truncated when the video ends. To synchronize your music and video, you can adjust the picture delay and transition intervals manually so that the length of the video matches the music.

Alternatively, if you select **Auto Synchronize** in the Effects pane, PictureToTV will do an automatic synchronization by setting delays so that both music and video will end about the same time.

.....

**Note:** The **Auto Synchronize** feature doesn't work if your music is so short that reasonable delays for the video cannot be used. In this case, you will receive a warning when you generate the CD image.

.....

---

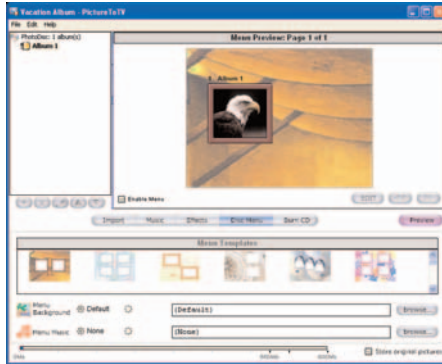
## CREATING CDS

Before creating a CD, you may add a disc menu so that you can control the slideshow when viewing it. After adding a disc menu to your project and then previewing the project, you're ready to burn the CD.

### Applying a Disc Menu

A disc menu supplies a background and navigation buttons to your project. To apply a disc menu to a project, the program must be in Disc Menu mode.





If you don't apply a disc menu to your project or disable the disc menu, the albums play one after another on the DVD player. You can navigate to the previous or next album using the reverse or forward buttons on your DVD player's remote control.

To apply a disk menu to a project:

1. Click the **Disk Menu** button.
2. Make sure that the **Enable Menu** check box is marked in the Main pane.
3. Select a template in the Menu Template gallery.
4. If you want to add your own background behind the menu template, select **Custom** in the Menu Background area and click **Browse**. Locate and select a background and click **Open**.
5. To add music to the menu, click **Custom** in the *Menu Music* area and click **Browse**. Click **Yes** if you know that your DVD/VCD player will play menu music. Locate and select a music file and click **Open**.

To disable a disk menu:

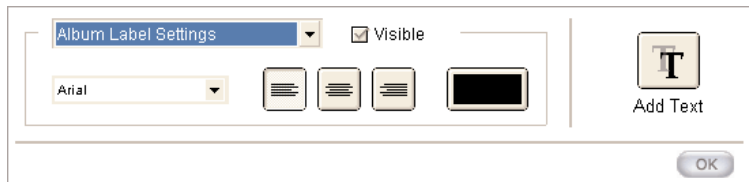
- Click the **Enable Menu** check box to clear it.

You can customize the look and feel of a disk menu using the built-in menu editor.



To edit a disc menu:

1. Click the **Disk Menu** button.
2. Make sure that the **Enable Menu** check box is marked in the Main pane.
3. Click **Edit** in the Main pane.
4. To change positions of a frame, button or label, drag the object to a new location.
5. To add text to the menu, click **Add Text**. Click in the preview area where you want the text to appear and type the text. Click **Finish Text**.



*Album Label Settings*

6. By default, pictures are stretched to fill the whole frame (**Stretch Fill**). To maintain the ratio of the picture's width to its height, select **Thumbnail Settings** from the list and select **Maintain Aspect Ratio**.
7. To format the labels for the albums, select **Album Label Settings** from the list.
  - Select a different font from the **Font** list.
  - Click an alignment button.
  - Click the **Color** box. Click the color you want in the color palette or the color bar or type **HSL** or **RGB** values. Click **OK**.

8. To format the numbers for the albums, select **Album Number Settings** from the list.
  - Select a different font from the **Font** list.
  - Click an alignment button.
  - Click the **Color** box. Click the color you want in the color palette or the color bar or type **HSL** or **RGB** values. Click **OK**.
9. If you don't want a standard object to appear, select its settings from the list and clear the **Visible** check box.

The Main page in Disc Menu mode shows you how each menu page looks with the first picture of each album showing. To view other menu pages, click the **Right (>>)** button in the Main pane. To view previous menu pages, click the **Left (<<)** button.

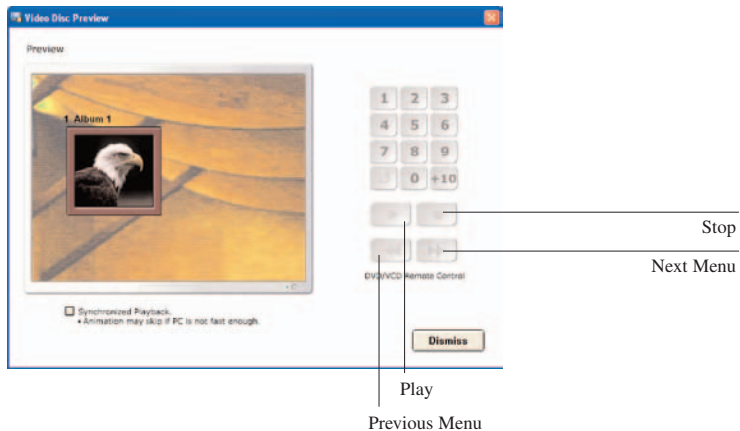


## Previewing Your Project

You can preview your project anytime to see how it would look like when played on TV.

To preview the project:

1. Click **Preview**.



2. Click the **Number** buttons (such as 1, 2, 3) to select the album.
3. Click **Play** to play the selected album.
4. Click **Stop** to stop the album.
5. Click **Next Menu** to go to the next menu page.
6. Click **Previous Menu** to go to the previous page.

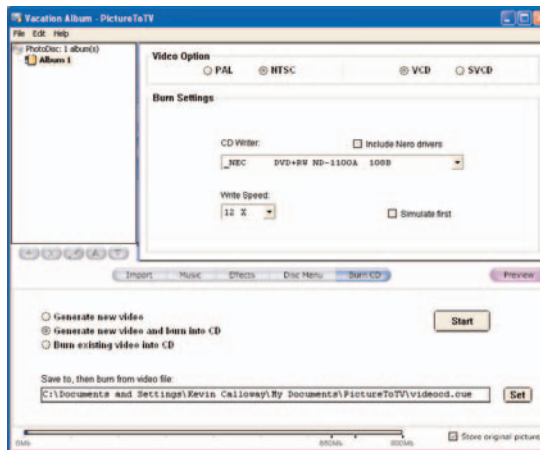
7. Click **Dismiss** to close the Preview window.

You can preview the playback in **synchronized** or **non-synchronized** mode depending on whether the **Synchronized Playback** checkbox is marked or cleared.

- In **synchronized** mode, the playback timing will be the same as your actual stand-alone DVD player. However, the playback may not be smooth if your PC is not fast enough or if you're using image files that are large.
- In **non-synchronized** mode, the playback video will be smooth. However, the timing will not be accurate. Your audio and video may not end at the time that you've designated. Nevertheless, the timing of the final VCD will be accurate.

## Burning Video CDs

Burning your project onto the CD involves two steps. First, you create a disc image and then you burn the image onto a CD. You do these steps in Burn CD mode.



### *Burn CD*

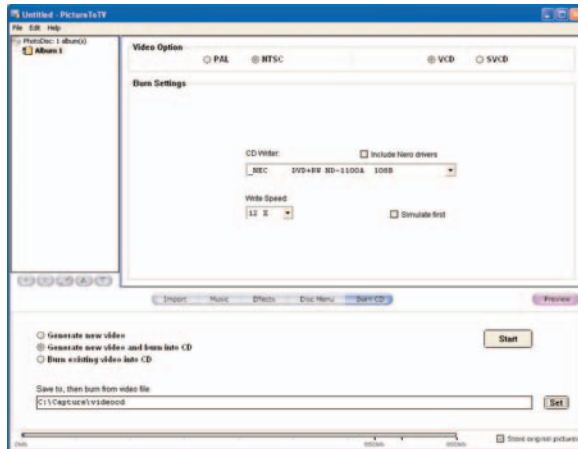
.....  
**Note:** Generating a video file takes time because it requires a lot of computer resources and the files are usually quite large.  
.....

When you generate new video, PictureToTV creates a disc image stored in a pair of BIN/CUE files. If you generate the video separate from burning the CD, you may use 3rd-party CD burner software to burn the disc image onto a CD.

If you want to generate the video and burn the CD in one step, see the [Burning the CD Directly](#) topic.

To generate a new video:

1. Click **Burn CD**.



2. Select **Generate new video** in the Control pane.
3. In the Main pane, select either **NTSC** or **PAL**. See the next section for information about which countries use each standard.
4. Select whether you want to output **VCD** or **SVCD** quality video. (**SVCD** is higher resolution than **VCD**.)
5. To change the location of the generated image, click **Set**. In the *Open* dialog box, locate where the file should go and type a new file name. Click **Open**.
6. To generate the video, click **Start** in the Control pane.

You may burn a CD from a previously generated disc image.

To burn a CD separately from creating the CD image:

1. Click **Burn CD**.
2. Select **Burn existing video into CD** in the Control pane.
3. In the Main pane, select either **NTSC** or **PAL**. See the next section for information about which countries use each standard.
4. Select whether you want to output **VCD** or **SVCD** quality video. (**SVCD** is higher resolution than **VCD**.)

5. Click **Set**. In the *Open* dialog box, locate and select the disc image file. Click **Open**.
6. Select a CD burner from the **CD Writer** list. (Select the **Include Nero Drivers** check box to use the **Nero** burn engine to burn the CD.)
7. Select the **Write Speed**.
8. To burn the CD after a simulating the burn, check **Simulate first**.
9. To burn the disc, click **Start** in the Control pane.

You may also generate a video image and burn it onto directly onto a CD in a single step.

To burn a CD directly after creating the disc image:

1. Click **Burn CD**.
2. Select **Generate new video and burn into CD** in the Control pane.
3. In the Main pane, select either **NTSC** or **PAL**. See the next section for information about which countries use each standard.
4. Select whether you want to output **VCD** or **SVCD** quality video. (**SVCD** is higher resolution than **VCD**.)
5. Select a CD burner from the **CD Writer** list. (Select the **Include Nero Drivers** check box to use the **Nero** burn engine to burn the CD.)
6. Select the **Write Speed**.
7. To burn the CD after a simulating the burn, check **Simulate first**.
8. To change the location of the generated image, click **Set**. In the *Open* dialog box, locate where the file should go and type a new file name. Click **Open**.
9. To generate the video and burn the disc, click **Start**.

---

## THE DIFFERENT VIDEO FORMATS

There are two different video standards used internationally.

### **Countries Using NTSC Format**

Antigua, Bahamas, Barbados, Barbuda, Belize, Bermuda, Bolivia, Burma, Cambodia, Canada, Cayman Islands, Chile, Colombia, Costa Rica, Cuba, Ecuador, El Salvador, Guam, Guatemala, Haiti, Honduras, Jamaica, Japan, Mexico, Midway Islands, Netherland Antilles, Nicaragua, North Mariana Island, Panama, Peru, Philippines, Puerto Rico, Saint Kitts, Saint Lucia, Saint Vincent, Saipan, Samoa, South Korea, Surinam, Taiwan, Tobago, Trinidad, United States, Venezuela and the Virgin Islands.

### **Countries Using PAL Format**

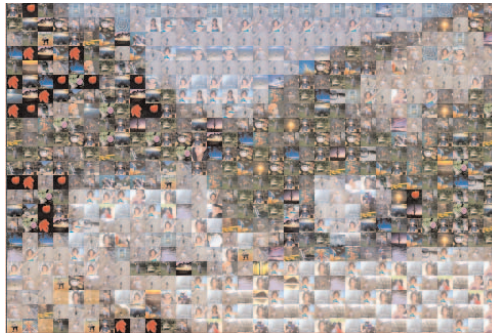
Afghanistan, Albania, Algeria, Angola, Argentina, Australia, Austria, Azores, Baharain, Bangladesh, Belgium, Botswana, Brazil, Brunei, Cameroon, Canary Islands, Cyprus, Denmark, Dubai, Ethiopia, Faeroe Islands, Finland, Germany, Ghana, Gibraltar, Greece, Greenland, Guinea, Holland, Hong Kong, Iceland, India, Indonesia, Ireland, Israel, Italy, Jordan, Kenya, Kuwait, Laos, Liberia, Madeire, Malaysia, Malta, Mozambique, Nepal, New Guinea, New Zealand, Nigeria, North Korea, Norway, Oman, Pakistan, Paraguay, Poland, Portugal, Qatar, Romania, Singapore, Somalia, South Africa, Spain, Sri Lanka, Sudan, Swaziland, Sweden, Switzerland, Tanzania, Thailand, Turkey, Uganda, United Arab Emirates, United Kingdom, Uruguay, Yemen, Yugoslavia, Zambia and Zimbabwe.

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# Appendix E. Using Serif Montage Plus (Deluxe Only)

With your computer, printer and MontagePlus, you can instantly turn digital photos into a montage, creating a single image composed of thousands of tiny thumbnail photos. Follow the simple three-step, color-coded procedure to create stunning tiled masterpieces. MontagePlus handles all of the high-tech matching and sorting and all you need to do is select a starting image.

You can create your own themed collections — with an MPG or AVI movie file, you can let MontagePlus build a brand new thumbnail image collection to use as tiny tiles when making your montage. Other special features include embedding your own choice of logo or other tiny image somewhere in the montage as a *Hide & Seek* fun feature or a graphic or logo near a corner as an *Autograph*.



*Completed Montage*

---

## GETTING STARTED

To start MontagePlus:

- Choose **All Programs** ► **Photo Explosion Deluxe** ► **Serif Montage Plus** from the Start menu.

You use the three buttons on the left of the *MontagePlus* window to create the montage:

1. Get the base **Image**.
2. Set **Options**.
3. **Create** your masterpiece.





## Quick Start for Your First Montage

If you're using MontagePlus for the first time, here's an example sequence:

1. If the controls are not visible, click the dark gray **Tool Panel** button at the far left of the window. The panel slides out to the left side. To close the tool panel, just click the button again.
2. Click the **Image** button.
3. Browse to the MontagePlus *Samples* folder (typically C:\Program Files\Photo Explosion Deluxe\Serif\MontagePlus\1.0\Samples), select *Face.jpg* and click **Open**. The image will be visible in the *Original* view at the left and in the main display area.
4. Click **Create** to create your montage.

You've just used the simplest and quickest procedure for creating an original montage using the default settings. Other options you can explore will be covered in the next section of this companion.

## Accessing Help

At any time from the main MontagePlus screen, you can press F1 or click Help to see useful reminders of the button functions.

## OPENING AN IMAGE

MontagePlus can open images in a variety of formats, including images opened from disk, as well as images captured directly from a TWAIN-compatible digital camera or scanner.

### Opening an image from a disk

You can open .JPG/.JPEG, .GIF, .BMP, .PNG and .TIFF files to create a montage.

1. On the Tool panel, click the **Image** button.
2. Locate and select an image of your choice.
3. Click OK.

### Opening an image from a TWAIN digital camera or scanner

With MontagePlus, you can acquire an image directly from a scanner or digital camera that is TWAIN-compliant.

1. Click the **Image** button.
2. Click the **Acquire from TWAIN** button on the lower right. The digital camera or scanner software should launch.
3. Adjust the scan area and scan settings prior to actually scanning.  
or  
In the case of a digital camera, select which image to retrieve. Once you're done, the image will be transferred to the main MontagePlus screen.

---

## CUSTOMIZING YOUR MONTAGE

This second stage of the montage creation process offers significant customization for truly original end results.

1. Click the **Options** button at the left of the MontagePlus interface.
2. At the top of the *Options* dialog box in the *Thumbnail Size* section, select a thumbnail image size.
3. Click **OK**.

The thumbnail image sizes listed are relative to your original image, rather than being fixed sizes. The default size is **Medium**. As a general rule, when you plan to print at standard sizes you're better off using a somewhat larger thumbnail size. This sacrifices some detail in the overall image, but everyone will be able to see detail in the thumbnails. If you're printing poster-size output, use smaller thumbnails.

MontagePlus comes with two thumbnail collections—one consisting of images in a “portrait” orientation, the other with “landscape” format images. You can open either of these collections at any time.

1. Click **Options**.
2. In the *Image Collection* section, click **Open**.
3. Select the *Default Landscape.imc* file in the *Thumbnails* folder.

4. Click **Open**.
5. Then, in the *Options* dialog box, click **OK**.
6. Click **Create** to make the montage.

## Hide and Seek

Add a fun element to your montage by randomly "hiding" an image of your choice among the thumbnails.

To add your own image randomly:

1. Click **Options**.
2. Click the **Hide & Seek** button.
3. Click **Browse**.
4. Locate and select an image.
5. Click **Open**.  
The image appears in the Hide & Seek preview area.
6. Click **OK**.
7. Click **Create** to make the montage.

## Autograph

Like Hide & Seek, Autograph embeds a custom thumbnail picture in your montage. Unlike Hide & Seek, Autograph always places the image near the bottom-right corner of the montage rather than in a random location. Try adding a company logo or a digital photo of yourself.

To add your own image at the bottom right:

1. Click **Options**.
2. Click the **Autograph** button.
3. Click **Browse**.
4. Locate and select an image.
5. Click **Open**.  
The image appears in the Autograph preview area.
6. Click **OK**.
7. Click **Create** to make the montage.

---

## MAKING YOUR OWN THUMBNAIL COLLECTION

You can create your own thumbnail image collections for using in a montage. Creating your own set of thumbnails adds additional depth to the montage. For example, you can enjoy a wedding picture made of thumbnail images from a digital movie of the wedding itself.

### Making a collection from images on disk

It's easy to create a new thumbnail collection for montage-making from images already saved on your hard disk or a CD.

1. If you're not already viewing the *Options* dialog box, click **Options**.
2. Click **Manage Collections**.
3. Click **New**.
4. Click **Add**.
5. Locate and select a folder containing images to use.
6. To include all the images in the folder, click **OK** after selecting the folder name or to include individual images, select the images one by one and click **OK** each time.
7. To add images to the same collection from another location, repeat steps 4 to 6.
8. When you have finished adding images, click **Save**.
9. Locate a folder for the image collection file.
10. Type a name for the collection.
11. Click **Save**.  
This saves the list of images as an image collection file (.IMC) that you can use again without having to add the individual images or folders.

### Making a collection from a movie file

MontagePlus can automatically extract images from either an .MPG (MPEG Layer 1) or .AVI (Windows video) digital movie, and build a thumbnail image collection with them. To use other kinds of movie files to create thumbnail collections, convert the movies to MPEG Layer 1 or AVI files with a video editor or video player software. Converting video files takes considerable time and hard disk space.

1. In the **Options** screen, click **Manage Collections**.

2. Click the **Extract** button.
3. Locate and select a movie file.
4. Click **Open**.
5. After MontagePlus has finished gathering the images, click **Save**.
6. Type a name for this new collection of thumbnails.
7. Click **Save** again.

## Managing your collections

You can load an existing image collection to use in a montage at by clicking **Load** in the *Options* dialog box to browse to and select an existing .IMC file.

You can expand an existing collection by adding more images to it.

1. Click **Options**.
2. Click **Load**, locate the file and click **Open**.
3. To locate more images (or folders of images), click the **Add** button.
4. After adding the images, save the changes by clicking the **Save** button or to save it as a new collection, click the **Save As** button.

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## CREATING YOUR MONTAGE

After setting the options, you create the montage by clicking **Create**. To select a different starting image, click the **Image** button and then click **Create**. You don't have to reset options, unless you want to.

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## SAVING YOUR MONTAGE

Once you've created your montage, you can save it as a JPG, GIF, PNG or TIFF image.

- **JPG:** A full-color format suitable for web publishing. The default medium compression reduces the image quality but makes the file significantly smaller and quicker to download from the Web.
- **GIF:** A 256-color format also suitable for the Web, especially when there are few colors in the image.
- **PNG:** Another full-color image format suitable for the Web. This is a newer format not supported by older browsers.
- **TIFF:** A popular full-color format for professional printing.

To save your montage:

1. Click **Save** in the main MontagePlus screen.
2. Locate where you want to save the file.
3. Select a format.
4. Type a **File name**.
5. Click **Save**.

## Image size

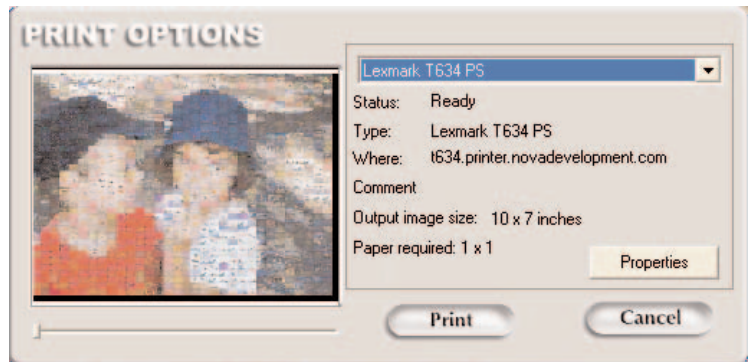
The **Output file size** slider's default position is a size relative to the original image size. To reduce the number of pixels in the image (better for images used online), move the slider to the left. To increase the number of pixels in the image (better for posters), move the slider to the right.

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## PRINTING YOUR MONTAGE

To print your montage:

1. Click the **Print** button in MontagePlus.



2. Select the printer you want to use.
3. Click **Properties** to adjust printer options, set the options and click **OK**.
4. Click **Print**.

## Printing a poster

You can print the montage onto multiple sheets of paper to make a large poster. After printing, you trim and assemble the sheets of paper to make the poster.

To create a poster:

1. Click the **Print** button in MontagePlus.

2. Select the printer you want to use.
3. Drag the **Poster size** slider under the preview until the preview shows the size (number of pages to print the image) that you want.
4. Click **Print**.

.....  
**Tip:** When creating a poster, double-check how many sheets of paper will be needed and make sure you have enough sheets of paper loaded in your printer before clicking **Print**.  
.....

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# Appendix F. Using SplashPhoto on a Palm OS Device

SplashPhoto is a fast, easy-to-use image viewer for Palm OS® handhelds. With SplashPhoto you can organize images on your handheld or phone for individual or slideshow viewing. It provides optimal image viewing within the reduced display area and limited memory. In addition, SplashPhoto 4.1 includes desktop software that synchronizes with the handheld or phone for editing, optimizing, installing, organizing and cataloging images.

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## INSTALLING SPLASHPHOTO

### Device Requirements

The handheld must have Palm OS version 4.0 or later and be capable of displaying 16-bit images. It must have 120kb of free memory and about 30k available for each image. If you have a Tungsten™ T3, you must have Palm's DIA Compatibility PRCs installed.

You'll need to install SplashPhoto separately to use this bonus software.

1. Insert the Photo Explosion CD labeled *Disk 1* into your CD-ROM drive. In a few moments the Photo Explosion Installer startup screen should appear automatically. If it doesn't, go to **My Computer**, open your CD-ROM drive and open the **Setup.exe** program.
2. Click **Install Products**.
3. Click **Install SplashPhoto 4.1 for Palm OS**.
4. Follow the instructions on screen to install the SplashPhoto software on your computer.

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## QUICKSTART

1. Install and start SplashPhoto on the handheld.
2. Then **HotSync** to the Palm Desktop software.
3. Choose **Programs** ▶ **SplashPhoto** ▶ **SplashPhoto Desktop** from the **Start** menu.

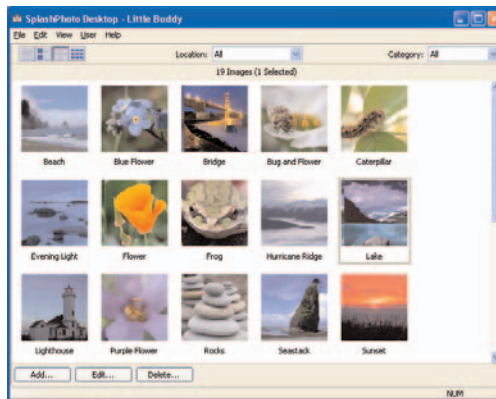


4. Drag images into the SplashPhoto application window to add them to your catalog.  
or  
Click the **Add** button in SplashPhoto to browse for images.  
The *Edit Image* dialog box automatically opens when you add images.
5. You may change the **Name, Location, Category, Zoom, Contrast, Brightness** and cropping of each image.
6. Click **Next** to page through the series of images you just added.
7. Click **Done** when your changes are complete. The catalog displays the images you have added.
8. HotSync to synchronize the desktop catalog with your handheld device.
9. Tap the **SplashPhoto** icon in the *Applications Launcher* screen on the handheld device.

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## SPLASHPHOTO DESKTOP

With the SplashPhoto Desktop application, you add or remove images from your SplashPhoto catalog, categorize and add notes to images, crop and edit those images, and then synchronize the changes with your handheld or phone.



### Customizing SplashPhoto Desktop

You use the *Preferences* dialog box to customize your version of SplashPhoto Desktop.

To customize SplashPhoto Desktop:

1. Choose **Preferences** from the **Edit** menu.

2. Select a default **Location** for new images.
3. Select a default **Category** for new images.

.....  
**Note:** The default location and category are applied to new images when viewing **All** images. If you are filtering the catalog by a specific category or location when you add images to the catalog, that category or location will be applied to the new images.  
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4. Set the screen size for your device. This is **Auto** by default for SplashPhoto to automatically detect the size of the screen.
5. Set the **Orientation** of your device to **Portrait** or **Landscape**. Selecting **Auto** will automatically rotate the device orientation to match the aspect ratio of the image.
6. To automatically crop the picture to best fit the handheld screen, select **Resize to fit screen**.  
or  
To use the full-sized image, clear the check box.
7. To bypass the *Edit Image* dialog box, clear **Automatically open Edit Images dialog**.  
This is especially useful if you have set specific defaults for all images and have these settings automatically applied without needing to see them individually.
8. Click **OK** to apply the changes.

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## WORKING WITH IMAGES

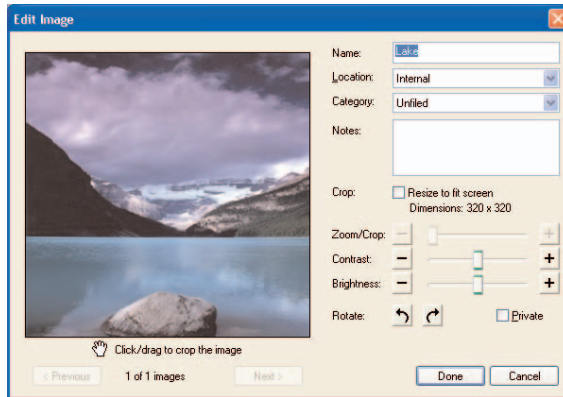
SplashPhoto supports JPG, GIF and BMP images.

To add an image to your catalog:

- Click the **Add** button to browse for an image, locate and select the image, and click **Open**.
- Drag an image file into the application window from your computer.

When you add images to SplashPhoto, it will convert the images to JPG format and open the *Edit Image* dialog box, by default, for you to adjust the details of each image added.

Once you have finished editing the details, click **Done**. The images in your catalog will be synchronized to the handheld on the next HotSync.



1. Select one or more images.
2. Choose **File ► Edit Images**  
or  
Select **Edit Image(s)** from the shortcut (right-click) menu.  
or  
Click the **Edit** button at the bottom of the SplashPhoto Desktop window.

Alternately, you can double-click a single image, and the Edit Image dialog will display. With the *Edit Image* dialog box open, you can change the following information for each image:

- **Name:** Change the name of the image.
- **Location:** Select to load the image to **Internal** memory or an **External** memory card. When installing to a card, the images will be stored in the PALM/Programs/SplashPhoto directory.
- **Category:** Select the category the image will belong to.
- **Notes:** Add any additional information into the box.
- **Crop - Resize to fit screen:** Select this box to automatically crop the image and resize it to fit your device's screen. Leave this clear to install the full image.
- **Zoom/Crop:** Use the slider to adjust the size and cropping of the image. Then click and drag the image preview to adjust the crop boundaries.
- **Contrast:** Use the slider to adjust image sharpness.
- **Brightness:** Use the slider to adjust image brightness.
- **Rotate:** Click the buttons to rotate 90 degrees in either direction.

- **Private:** Select this box to set the image as private. It will be hidden in SplashPhoto if privacy settings are turned on.
- **Landscape Orientation:** Select this box to switch the orientation from portrait to landscape. (Portrait is the default orientation.)
- **Previous/Next:** If you have selected multiple images, use these buttons to move forward or backward through the images.
- **Done:** Click **Done** if you have made all of the edits you wish to make for the entire series.
- **Cancel:** This clears any changes you have made to the current image's details and returns to the image catalog.

## Browsing the Desktop Catalog

When you open SplashPhoto Desktop, your user name will appear at the top of the window.

To change users:

- Choose a different user from the **User** menu.

You can view your images on the desktop in four different ways by using the view buttons on the toolbar or the commands on the **View** menu.

To change the view:

- Click a view button or choose a command from the **View** menu:
  - **List View:** To see all of the details of the images in a list. You can determine which columns appear by choosing **Show Columns** from the **Edit** menu.
  - **Detail View:** To see a thumbnail, name, category, location, dimensions, size and notes.
  - **Thumbnail View:** To see only large thumbnails with the image's name.
  - **Gallery View:** To see only small thumbnails.

.....  
**Note:** The **Detail View** button is particularly useful for changing an image's location or category.  
 .....

In the middle of the toolbar, you use the **Location** list to limit the displayed images by location.

To view images from a specific location:

- Open the location list and select:
  - **All:** Displays all images in all locations.
  - **Internal:** Displays images loaded in the internal memory.
  - **<Memory Card Name>:** Displays images loaded on an external memory card.

SplashPhoto will catalog images stored in the following locations on the memory card:

- **Palm\Programs\SplashPhoto:** This is where SplashPhoto stores its images on a memory card.
- **DCIM:** This is where digital cameras typically store images on a memory card.
- **Palm/Images:** The Sony® Clié® installs images to this directory if you install them using the Palm Install tool.

You use the **Category** list on the right to limit the displayed images by category.

- **All:** Displays all images in all categories.
- **Unfiled:** Displays all images without a defined category.

To add a category:

1. Open the **Category** list and select **Edit Categories**.
2. Click **New**.
3. Type a name in the Category Name field.
4. Click **OK**.
5. Click **Done** when you have finished adding categories.

To rename a category:

1. Open the **Category** list and select **Edit Categories**.

2. Select a category from the list.
3. Click **Rename**.
4. In the Category Name field, type a new name for the category.
5. Click **OK**.
6. Click **Done**.

To delete a category:

1. Open the **Category** list and select **Edit Categories**.
2. Select a category from the list.
3. Click **Delete**.
4. Click **Yes** to delete the category or **No** to cancel.
5. Click **Done**.

## Editing Multiple Images

You can work on several images simultaneously.

To edit several images in the catalog:

1. To select contiguous images, **Shift**-click the first and last images in the range.  
or  
To select non-contiguous images, **Ctrl**-click each individual image.
2. To apply the same category to all the selected images, choose **Assign Category** from the **File** menu.  
Then select the category name from the drop-down list and click **OK**.
3. To move the selected images to the same location, choose **Change Location** from the **File** menu.
4. To delete the selected images, click the **Delete** button.

---

## SYNCHRONIZING THE DESKTOP WITH THE DEVICE

After adding and editing photos, you can then load them onto your handheld device.

The SplashPhoto Conduit is responsible for synchronizing changes between the handheld and the desktop. By default, it will synchronize the catalogs

automatically. Occasionally, however, you may need to change the settings in order to restore a picture from your handheld that you have accidentally removed from your desktop, or vice-versa.

To open the SplashPhoto Conduit:

1. Click the **HotSync Manager** icon in the Windows system tray and choose **Custom**.
2. In the *Custom* dialog box, double-click **SplashPhoto** in the **Conduit** list.
3. In the *SplashPhoto Conduit* dialog box, select how to synchronize the files:
  - **Synchronize the files:** This is the default setting for SplashPhoto and synchronizes the catalog on the handheld with that on the desktop. Changes to the desktop catalog will be changed on the handheld and vice-versa.
  - If you have accidentally deleted a picture from the handheld, but it still resides on the desktop, select **Desktop overwrites handheld**.
  - If you have accidentally deleted a picture from the desktop, but it still resides on the handheld, select **Handheld overwrites Desktop**.
  - To make no changes, select **Do nothing**.
4. To make the current setting the default, select **Set as default**. Leave this clear to have the settings revert to **Synchronize the files** after one HotSync.
5. Click **OK**.
6. Click **Done**.

## Viewing Images on the Device

1. Tap the **SplashPhoto** icon in the *Applications Launcher* screen. SplashPhoto will scan for JPG images in the PALM\Programs\SplashPhoto and the \DCIM directory in both the internal and any external memory. The browser then displays the images as thumbnails or in a list format.
2. Click a **View** icon to change views:
  - **List View** displays images in a customizable list format. You can determine which columns to display in the *View Preferences* dialog box. Resize columns by dragging the right edges of the column header. Sort any column by tapping the column header. Tap again to reverse sort.

— **Detail View** displays 4 thumbnail images with the name, notes and category of each image.

— **Thumbnail View** displays 9 thumbnail images and the file names.

— **Gallery View** displays 16 thumbnail images.

3. Use the **Category** list on the right to categorize images.

.....  
**Note:** You can create, rename or delete categories by selecting **Edit Categories** from the **Category** list.  
.....

4. Use the **Location** list on the left to view images from a specific location: **All**, **Internal** or **Memory Card**.

5. To view the image full screen, tap an image. Use the hardware scroll buttons to move forward and backward through the images. (Tap the screen again to return to the Browser view.)

6. Tap in the upper left of the full size view to open the **Options** menu.

— Choose **Image Details** to display the *Image Details* dialog box where you can view and edit image details. Click OK after making changes.

— Choose **Note** to display the *Note* dialog box where you can view and edit notes. Click **OK**.

— Choose **Zoom** to display the image at 100%. Then click the + and – buttons to zoom in and out if there’s enough memory to do the operations. Click **Done** to return to the browser. (You can also use the hardware buttons to pan and zoom.)

— Choose **Delete Image** to delete the current image.

— Choose **Send Image** to send the image by IR beaming, Bluetooth, SMS or e-mail, if those features are available in your handheld.

7. Tap the screen to return to the browser.

## Viewing images as a slideshow

You can set your device to show the images sequentially.

To automatically display each image in the selected category:

- In the Browser view, tap the **Slideshow** icon.



The images in the current category, starting from the selected image or from the beginning if you haven't selected an image, will show on screen according to the settings in the *Slideshow Preferences* dialog box.

To stop the slideshow, tap the screen.

To set slideshow preferences:

1. In the browser view, tap the **Slideshow Preferences** icon.
2. Tap the **Duration** list to select the length of time for the images to stay on screen.  
or  
Select **Manual** to control the slideshow with the up/down hardware buttons.
3. To have SplashPhoto automatically start up and run when you place the handheld in its cradle, select **Auto-run while charging**.
4. Select **Show slides in random order** to see the images in a random order instead of sequentially as seen in the browser.
5. To display a small progress bar at the top of the screen whenever an image is being loaded and doesn't load immediately, select **Show progress bar**.
6. Tap **OK** to apply the changes.

## Setting browser preferences

To set browser preferences:

1. In the browser view, tap the **Preferences** icon.
2. Select one of the attributes in the **Sort By** list.
3. Tap **A-Z** to change the sort order of the selected attribute to descending (Z to A).  
or  
Tap **Z-A** to change the sort order to ascending (A to Z, the default).
4. Select the attributes (**Location, Category, Size, Dimensions, Date, Note**) you want to display in the list view.
5. To set the SplashPhoto browser as the default image browser on your Palm, select **Use as default viewer for JPGs**.
6. Tap **OK** to apply the changes.

To hide an image from view, you can mark it as private in either the Desktop or in the *Image Details* dialog box on the device. Then you adjust the security settings to show or hide the images.

To change security settings:

1. In the browser view, to hide images marked as private tap the toolbar at the top of the window to show the **Options** menu and choose **Security**.
2. In the *Change Security* dialog box, change the **Current Privacy** settings to **Hide Records**.  
or  
Change the **Current Privacy** settings to **Show Records**.
3. Tap **OK**.

## Image Details

In the Image Details dialog box you can change the name of the image, its location, its category and add notes. You may also review the resolution, type and date of the image.

To review or change image details of the current image:

1. Have the image showing at full size on your device.
2. Tap in the upper left corner of the screen and choose **Image Details**.
3. To rename the image, change the information in the **Name** box.
4. To change the location of the image, select a different location.
5. To assign an image to one of the user-definable categories, select the category.
6. To mark the image private, select **Private**. The image will be hidden when you choose **Hide Records** in the *Security* dialog box.
7. To delete the image, tap **Delete**.
8. To add additional information about the image, tap **Note**. Add the information and tap **OK**.
9. To apply the changes, tap **OK**.

## Using the Options menu

You use the **Options** menu, available in the Browser view, to perform SplashPhoto browser-related functions and set security preferences.

In the Browser view, tap the toolbar at the top left of the SplashPhoto screen and

- To see images as a slideshow, choose **Run Slideshow**.
- To change the category of all images currently in view, choose **Categorize All**.

- To move all images currently in view to and from external memory cards, choose **Move All**.
- To delete all images currently in view, choose **Delete All**.
- If you are experiencing problems with viewing images, choose **Refresh**. (SplashPhoto maintains a cache file, which speeds performance when viewing images. Sometimes the cache file can become out of sync and cause errors to occur in SplashPhoto.)
- To show or hide all images marked as private, choose **Security**.
- To get information about SplashPhoto including version information, choose **About SplashPhoto**.

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# Appendix G. Using SplashPhoto on a Pocket PC

SplashPhoto is a fast, easy-to-use image viewer for Pocket PC handhelds. With SplashPhoto, you can organize images on your handheld or phone for individual or slideshow viewing. It provides optimal image viewing within the reduced display area and limited memory. In addition, SplashPhoto 4.1 includes desktop software that synchronizes with the handheld for editing, optimizing, installing, organizing and cataloging images.

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## INSTALLING SPLASHPHOTO

### Device Requirements

For a PocketPC device, the handheld must have Pocket PC 2002 or later installed and 200kb of free memory and about 25k available for each image.

You'll need to install SplashPhoto separately to use this bonus software.

1. Insert the Photo Explosion CD labeled *Disk 1* into your CD-ROM drive. In a few moments the Photo Explosion Installer startup screen should appear automatically. If it doesn't, go to **My Computer**, open your CD-ROM drive and open the **Setup.exe** program.
2. Click **Install Products**.
3. Click **Install SplashPhoto 4.1 for Pocket PC**.
4. Follow the instructions on screen to install the SplashPhoto software on your computer.

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## QUICKSTART

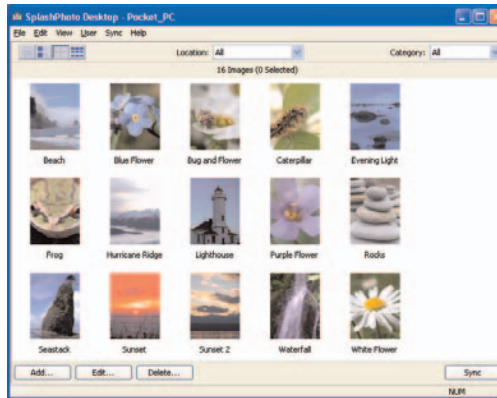
1. Connect the Pocket PC to your computer.
2. Choose **Programs ▶ SplashData ▶ SplashPhoto for PocketPC ▶ SplashPhoto Desktop** from the **Start** menu.
3. Drag images into the *SplashPhoto Desktop* window to add them to your catalog.  
or  
Click the **Add** button in SplashPhoto to browse for images.  
The *Edit Image* dialog box automatically opens when you add images.
4. You may change the **Name, Location, Category, Zoom, Contrast, Brightness** and cropping of each image.

5. Click **Next** to page through the series of images you just added.
6. Click **Done** when your changes are complete. The catalog displays the images you have added.
7. Click the **Sync** button in the *SplashPhoto Desktop* window.
8. Go to the **Start** menu on your PocketPC and choose **Programs** ► **SplashPhoto** to start the program.

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## SPLASHPHOTO DESKTOP

With the SplashPhoto Desktop application, you add or remove images from your SplashPhoto catalog, categorize and add notes to images, crop and edit those images, and then synchronize the changes with your handheld or phone.



### Customizing SplashPhoto Desktop

You use the *Preferences* dialog box to customize your version of SplashPhoto Desktop.

To customize SplashPhoto Desktop:

1. Choose **Preferences** from the **Edit** menu.
2. Select a default **Location** for new images.
3. Select a default **Category** for new images.

.....

**Note:** The default location and category are applied to new images when viewing **All** images. If you are filtering the catalog by a specific category or location when you add images to the catalog, that category or location will be applied to the new images.

.....

4. Set the **Orientation** of your device to **Portrait** or **Landscape**.  
Selecting **Auto** will automatically rotate the device orientation to match the aspect ratio of the image.
5. To automatically crop the picture to best fit the handheld screen, select **Resize to fit screen**.  
or  
To use the full-sized image, clear the check box.
6. To bypass the *Edit Image* dialog box, clear **Automatically open Edit Images dialog**.  
This is especially useful if you have set specific defaults for all images and have these settings automatically applied without needing to see them individually.
7. Click **OK** to apply the changes.

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## WORKING WITH IMAGES

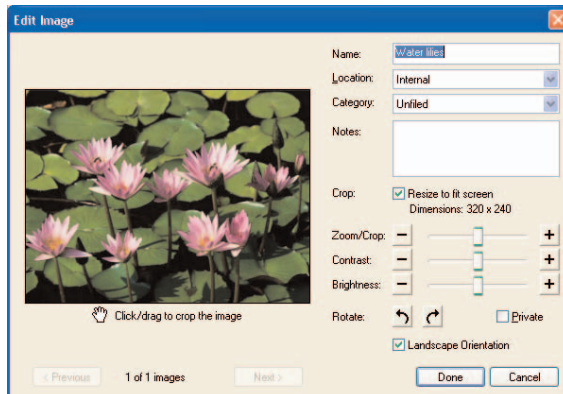
SplashPhoto supports JPG, GIF and BMP images.

To add an image to your catalog:

- Click the **Add** button to browse for an image, locate and select the image, and click **Open**.
- Drag an image file into the application window from your computer.

When you add images to SplashPhoto, it will convert the images to JPG format and open the *Edit Image* dialog box, by default, for you to adjust the details of each image added.

Once you have finished editing the details, click **Done** and the images in your catalog will be synchronized to the handheld on the next sync.



1. Select one or more images.
2. Choose **File** ► **Edit Images**  
or  
Select **Edit Image(s)** from the shortcut (right-click) menu.  
or  
Click the **Edit** button at the bottom.

Alternately, you can double-click a single image, and the *Edit Image* dialog will display. With the *Edit Image* dialog box open, you can change the following information for each image:

- **Name:** Change the name of the image.
- **Location:** Select to load the image to **Internal** memory or an **External** memory card.
- **Category:** Select the category the image will belong to.
- **Notes:** Add any additional information into the box.
- **Crop - Resize to fit screen:** Select this box to automatically crop the image and resize it to fit your device's screen. Leave this clear to install the full image.
- **Zoom/Crop:** Use the slider to adjust the size and cropping of the image. Then click and drag the image preview to adjust the crop boundaries.
- **Contrast:** Use the slider to adjust how sharp the image is.
- **Brightness:** Use the slider to adjust how bright the image is.
- **Rotate:** Click the buttons to rotate 90 degrees in either direction.
- **Private:** Select this box to set the image as private. It will be hidden in SplashPhoto if privacy settings are turned on.
- **Landscape Orientation:** Select this box to switch the orientation from portrait to landscape. (Portrait is the default orientation.)
- **Previous/Next:** If you have selected multiple images, use these buttons to move forward or backward through the images.
- **Done:** Click **Done** if you have made all of the edits you wish to make for the entire series.
- **Cancel:** This clears any changes you have made to the current image's details and returns to the image catalog.

## Browsing the Desktop Catalog

When you open SplashPhoto Desktop, the device ID name will appear at the top of the window.

To change users:

- Choose a different user from the **User** menu.

You can view your images on the desktop in four different ways by using the view buttons on the toolbar or the commands on the **View** menu.

To change the view:

- Click a view button or a command from the **View** menu:
  - **List View:** To see all of the details of the images in a list. You can determine which columns appear by choosing **Show Columns** from the **Edit** menu.
  - **Detail View:** To see a thumbnail, name, category, location, dimensions, size and notes.
  - **Thumbnail View:** To see only large thumbnails with the image's name.
  - **Gallery View:** To see only small thumbnails.

.....  
**Note:** The **Detail View** button is particularly useful for changing an image's location or category.  
.....

In the middle of the toolbar, you use the **Location** list to limit the displayed images by location.

To view images from a specific location:

- Open the location list and select:
  - **All:** Displays all images in all locations.
  - **Internal:** Displays images loaded in the internal memory.
  - **<Memory Card Name>:** Displays images loaded on an external memory card.



SplashPhoto will catalog images stored in the following locations on the memory card:

- **My Documents\SplashPhoto:** This is where SplashPhoto stores its images on a memory card.
- **DCIM:** This is where digital cameras typically store images on a memory card.

You use the **Category** list on the right to limit the displayed images by category.

- **All:** Displays all images in all categories.
- **Unfiled:** Displays all images without a defined category.

To add a category:

1. Open the **Category** list and select **Edit Categories**.
2. Click **New**.
3. Type a name in the Category Name field.
4. Click **OK**.
5. Click **Done** when you have finished adding categories.

To rename a category:

1. Open the **Category** list and select **Edit Categories**.
2. Select a category from the list.
3. Click **Rename**.
4. In the Category Name field type a new name for the category.
5. Click **OK**.
6. Click **Done**.

To delete a category:

1. Open the **Category** list and select **Edit Categories**.
2. Select a category from the list.
3. Click **Delete**.

4. Click **Yes** to delete the category or **No** to cancel.
5. Click **Done**.

## Editing Multiple Images

You can work on several images simultaneously.

To edit several images in the catalog:

1. To select contiguous images, **Shift**-click the first and last images in the range.  
or  
To select non-contiguous images, **Ctrl**-click each individual image.
2. To apply the same category to all the selected images, choose **Assign Category** from the **File** menu.  
Then select a category name from the drop-down list and click **OK**.
3. To move the selected images to the same location, choose **Change Location** from the **File** menu.
4. To delete the selected images, click the **Delete** button.

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## SYNCHRONIZING THE DESKTOP WITH THE DEVICE

After adding and editing photos, you can then load them onto your handheld device.

To upload pictures:

1. Place your device in the cradle and make sure the cradle is connected to the computer.
2. Click the **Sync** button at the bottom of the *SplashPhoto Desktop* window.  
A progress message will appear as the images are added to the handheld.

To modify your synchronization settings:

1. Choose **Sync Settings** from the **Sync** menu.
2. To have the desktop synchronize with the device whenever you start or quit the *SplashPhoto Desktop* program, select **Auto-Synchronize at launch and exit**.

3. Select how to synchronize the files:
  - Select **Synchronize the files**. This is the default setting for SplashPhoto and synchronizes the catalog on the handheld with that on the desktop. Changes to the desktop catalog will be changed on the handheld and vice-versa.
  - If you have accidentally deleted a picture from the handheld, but it still resides on the desktop, select **Desktop overwrites Handheld**.
  - or
  - If you have accidentally deleted a picture from the desktop, but it still resides on the handheld, select **Handheld overwrites Desktop**.
4. Click **OK**.

---

## VIEWING IMAGES IN THE POCKET PC BROWSER

1. Go to the **Start** menu and choose **Programs ▶ SplashPhoto** to start the program. SplashPhoto will scan for JPG images in the \My Documents\SplashPhoto directory and the \DCIM directory in both the internal and any external memory. The browser then displays your images as thumbnails or in a list format.
2. Click a view icon to change views:
  - **List View** displays images in a customizable list format. (You can determine which columns to display in the *View Preferences* dialog box.) Resize columns by dragging the right edges of the column header. Sort any column by tapping the column header. Tap again to reverse sort.
  - **Detail View** displays 4 thumbnail images with the name, notes and category of each image.
  - **Thumbnail View** displays 9 thumbnail images and the file names.
  - **Gallery View** displays 16 thumbnail images.
3. Use the **Category** list on the right to categorize images.

.....

**Note:** You can create, rename or delete categories by selecting **Edit Categories** from the **Category** list.

.....

4. Use the **Location** list on the left to view images from a specific location.

5. To view the image full screen, tap an image. Use the hardware scroll buttons to move forward and backward through the images.
6. To view menu options when viewing an image full size, tap and hold (keep contact with the screen for a full second after tapping). Then tap a menu command:
  - Choose **Details** to display the *Image Details* dialog box where you can view and edit image details. Click **OK**.
  - Choose **Note** to display the *Note* dialog box where you can view and edit this image's note. Click **OK**.
  - Choose **Internal** or **Memory Card** from the **Location** submenu.
  - Choose a category from the **Category** submenu.
  - Choose **Delete** to delete the image.
  - Choose **Beam** to beam the image to another handheld device.
  - Choose **Send via Email** to attach the image to an e-mail message in Outlook.
  - Choose **Set as Today Wallpaper** to display this image as the background on your Today screen.
  - Choose **Next** or **Previous** to view other images.
  - Choose **Zoom** to display the image at 100%. Then click the **+** and **-** buttons to zoom in and out if there's enough memory to do the operations. Click **Done** to return to the browser.
7. Tap the screen to return to the browser.

## Viewing images as a slideshow

You can set your device to show the images sequentially.

To automatically display each image in the selected category:

- In the browser view, tap the **Slide Show** icon.

The images in the current category, starting from the selected image (or from the beginning if you haven't selected an image), will show on screen according to the settings in the *Slideshow Preferences* dialog box.

To stop the slideshow, tap the screen.

To set slideshow preferences:

1. In the browser view, tap the **Slideshow Preferences** icon.

2. Select the **Duration** for the images in the slideshow.  
or  
Select **Manual** to control the slideshow with the navigation pad.
3. Select **Show slides in random order** to see the images in a random order instead of sequentially as seen in the browser.
4. Tap **OK** to apply the changes.

## Setting Pocket PC browser preferences

To set browser preferences:

1. In the browser view, tap the **Preferences** icon.
2. Select one of the attributes to **Sort by** from the list.
3. Select **Ascending Sort** to sort the selected attribute from A to Z.  
or  
Clear **Ascending Sort** to sort the selected attribute from Z to A.
4. Select the attributes (**Location, Category, Size, Dimensions, Date, Note**) you want to display in the list view.
5. To set the SplashPhoto browser as the default image browser on your PocketPC, select **Use as default viewer for JPGs**.
6. To automatically rotate the images to best fit the device's screen, select **Auto Rotate Images**.
7. Tap **OK** to apply the changes.

To hide an image from view you can mark it as private in either the SplashPhoto Desktop or the *Image Details* dialog box on the device. Then you adjust the security settings to show or hide the images. To prevent an unauthorized person from showing images, you can set a password that would be required to actually show hidden images.

To set a password for showing private images:

1. In the browser view, tap the **Tools** button and choose **Set Password**.
2. Enter your current password. If this is your first time entering a password, leave this field blank.
3. Enter a new password.
4. Enter your new password again in the Confirm field.
5. Tap **OK** to apply the password.

To change security settings:

1. In the browser view, to hide images marked as private, tap the **Tools** button and choose **Hide Private Images**.  
or  
If you want to show private images, choose **Show Private Images**.
2. If you want to show private images and you've set a password, enter the password then tap **OK** to show the images.

## Changing Image Details

In the *Image Details* dialog box you can change the name of the image, its location, its category and add notes. You may also review the resolution, type and date of the image.

To review or change image details in the *Image Details* dialog box:

1. Have the image showing at full size on your device.
2. Press on the image with the stylus (keep contact with the screen for a full second). Then tap **Details**.
3. To rename the image, change the information in the **Name** box.
4. To assign an image to one of the user-definable categories, select the category.
5. To change the location of the image, select a different location.
6. To mark the image private, select **Private**. The image will be hidden when you choose **Hide Private Images** from the **Tools** menu.
7. To delete the image, tap **Delete**.
8. To add additional information about the image, tap **Note**. Add the information and tap **OK**.
9. To apply the changes, tap **OK**.

## Using the Tools menu

You use the **Tools** menu, available in the Browser view, to perform SplashPhoto browser-related functions and set preferences.

In the Browser view, tap the **Tools** button at the bottom left and

- To see the version number and SplashData contact info, choose **About SplashPhoto**.
- To open the *Preferences* dialog box to change settings, choose **Preferences**.

- To open the *Slideshow Preferences* dialog box to change settings, choose **Slideshow Preferences**.
- To view images as a slideshow, choose **Slideshow**.
- To change the category of all images currently in view, choose **Categorize All**.
- To move all images currently in view to and from external memory cards, choose **Move All**.
- To delete all images currently in view, choose **Delete All**.
- To set a password to be able to switch from **Hide Private Images** to **Show Private Images**, choose **Set Password**.
- To hide all images marked as private, choose **Hide Private Images**. To show all images marked as private choose **Show Private Images**.
- If you are experiencing problems with viewing images, choose **Refresh**. (SplashPhoto maintains a cache file, which speeds performance when viewing images. Sometimes the cache file can become out of sync and cause errors to occur in SplashPhoto.)
- To quit the application, choose **Exit**.

# Appendix H. Using SplashPhoto on a Smartphone

SplashPhoto is a fast, easy-to-use image viewer for Smartphones. With SplashPhoto, you can organize images on your phone for individual or slideshow viewing. It provides optimal image viewing within the reduced display area and limited memory. In addition, SplashPhoto 4.1 includes desktop software that synchronizes with the phone for editing, optimizing, installing, organizing and cataloging images.

## INSTALLING SPLASHPHOTO

### Device Requirements

A Smartphone must have Windows Mobile Smartphone Edition installed with 200kb of free memory and about 25k available for each image.

You'll need to install SplashPhoto separately to use this bonus software.

1. Insert the Photo Explosion CD labeled *Disk 1* into your CD-ROM drive. In a few moments the Photo Explosion Installer startup screen should appear automatically. If it doesn't, go to **My Computer**, open your CD-ROM drive and open the **Setup.exe** program.
2. Click **Install Products**.



3. Click **Install SplashPhoto 4.1 for Smartphone**.
4. Follow the instructions on screen to install the SplashPhoto software on your computer.



---

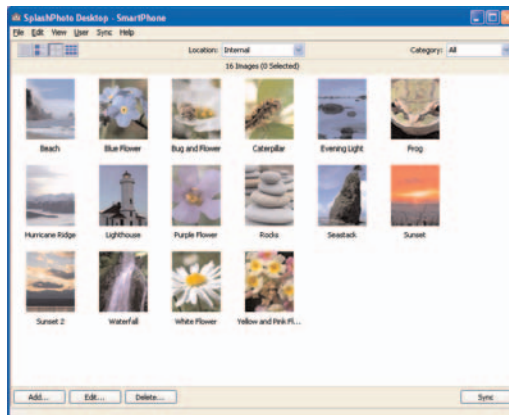
## QUICKSTART

1. Install ActiveSync on your computer.
2. Connect the Smartphone to your computer.
3. Choose **Programs** ▶ **SplashData** ▶ **SplashPhoto for SmartPhone** ▶ **SplashPhoto Desktop** from the **Start** menu.
4. Drag images into the *SplashPhoto Desktop* window to add them to your catalog.  
or  
Click the **Add** button in SplashPhoto to browse for images.  
The *Edit Image* dialog box automatically opens for the images you have added.
5. In the *Edit Image* dialog box, change the **Name**, **Category**, **Location**, **Zoom**, **Contrast**, **Brightness** and cropping of each image, as needed.
6. Click **Next** to go through the images you just added.
7. Click **Done** when your changes are complete. The catalog displays the images you have added.
8. Click the **Sync** button to synchronize the desktop catalog with your Smartphone.
9. Start **SplashPhoto** from the **Programs** menu on the Smartphone to view the images.

---

## SPLASHPHOTO DESKTOP

With the SplashPhoto Desktop application you add or remove images from your SplashPhoto catalog, categorize and add notes to images, crop and edit those images, and then synchronize the changes with your phone.



## Customizing SplashPhoto Desktop

You use the *Preferences* dialog box to customize your version of SplashPhoto Desktop.

To customize SplashPhoto Desktop:

1. Choose **Preferences** from the **Edit** menu.
2. Select a **Default Location** for new images.
3. Select a **Default Category** for new images.

.....  
**Note:** The default location and category are applied to new images when viewing **All** images. If you are filtering the catalog by a specific category or location when you add images to the catalog, that category or location will be applied to the new images.  
.....

4. Set the **Orientation** of images to **Portrait** or **Landscape**. Selecting **Auto** will automatically rotate the device orientation to match the aspect ratio of the image.
5. To automatically crop the picture to best fit the handheld screen, select **Resize to fit screen**.  
or  
To use the full-sized image, clear the check box.
6. To bypass the *Edit Images* dialog box, clear **Automatically open Edit Images dialog**.  
This is especially useful if you have set specific defaults for all images and have these settings automatically applied without needing to see the images individually.
7. Click **OK** to apply the changes.

---

## WORKING WITH IMAGES

SplashPhoto supports JPG, GIF and BMP images.

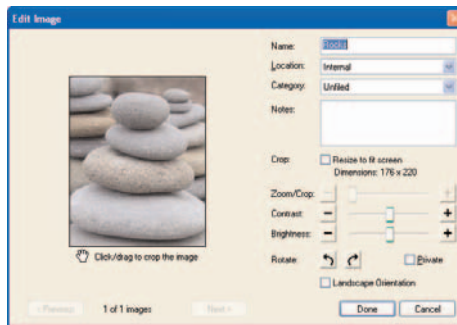
To add an image to your catalog:

- Click the **Add** button to browse for an image, locate and select the image, and click **Open**.
- Drag an image file into the application window from your computer.

When you add an image to SplashPhoto, it will convert all images to JPG format and open the *Edit Image* dialog box, by default, for you to adjust the details of each image added.

1. Select one or more images.
2. Choose **File** ► **Edit Images**  
or  
Select **Edit Images** from the shortcut (right-click) menu.  
or  
Click the **Edit** button at the bottom of the SplashPhoto Desktop window.

Alternately, you can double-click a single image, and the *Edit Image* dialog will display. Once you have finished editing the details, click **Done** and the images in your catalog will be synchronized to the phone on the next Sync operation.



With the *Edit Image* dialog box open, you can change the following information for each image:

- **Name:** Change the name of the image.
- **Location:** Select to load the image to **Internal** memory or a **Storage Card**.
- **Category:** Select the category the image will belong to.
- **Notes:** Add any additional information into the box.
- **Crop - Resize to fit screen:** Select this box to automatically crop the image and resize it to fit your device's screen. Leave this clear to install the full image.
- **Zoom/Crop:** Use the slider to adjust the size and cropping of the image. Then click and drag the image preview to adjust the crop boundaries.
- **Contrast:** Use the slider to adjust how sharp the image is.
- **Brightness:** Use the slider to adjust how bright the image is.
- **Rotate:** Click the buttons to rotate 90 degrees in either direction.

- **Private:** Select this box to set the image as private. It will be hidden in SplashPhoto if security settings are turned on for the Smartphone.
- **Landscape Orientation:** Select this box to switch the orientation from portrait to landscape. (Portrait is the default orientation.)
- **Previous** or **Next:** If you have selected multiple images, use these buttons to move forward or backward through the images.
- **Done:** Click **Done** if you have made all of the edits you wish to make for the entire series.
- **Cancel:** This clears any changes you have made to the current image's details and returns to the image catalog.

## Browsing the Desktop Catalog

When you open SplashPhoto Desktop, your user name will appear at the top of the window.

To change users:

- Choose a different user from the **User** menu.

You can view your images on the desktop in four different ways by using the view buttons on the toolbar or the commands on the **View** menu.

To change the view:

- Click a view button:
  - **List View:** To see all of the details of the images in a list. You can determine which columns appear by choosing **Show Columns** from the **Edit** menu.
  - **Detail View:** To see a thumbnail, name, category, location, dimensions, size and notes.
  - **Thumbnail View:** To see only large thumbnails with the image's name.
  - **Gallery View:** To see only small thumbnails.

.....  
**Note:** The **Detail View** button is particularly useful for changing an image's location or category.  
 .....

In the middle of the toolbar, you use the **Location** list to limit the displayed images by location.

To view images from a specific location:

- Open the **Location** list and select:
  - **All:** Displays all images in all locations.
  - **Internal:** Displays images loaded in the internal memory.
  - **Storage Card:** Displays images loaded on an external memory card.

You use the **Category** list on the right to limit the displayed images by category.

- **All:** Displays all images in all categories.
- **Unfiled:** Displays all images without a defined category.

To add a category:

1. Open the **Category** list and select **Edit Categories**.
2. Click **New**.
3. Type a name in the Category Name field.
4. Click **OK**.
5. Click **Done** when you have finished adding categories.

To change a category:

1. Open the **Category** list and select **Edit Categories**.
2. Select a category from the list.
3. Click **Rename**.
4. In the Category Name field type a new name for the category.
5. Click **OK**.
6. Click **Done**.

To delete a category:

1. Open the **Category** list and select **Edit Categories**.
2. Select a category from the list.
3. Click **Delete**.
4. Click **Yes** to delete the category or **No** to cancel.
5. Click **Done**.

## Editing Multiple Images

You can work on several images simultaneously.

To edit several images in the catalog:

1. To select contiguous images, **Shift**-click the first and last images in the range.  
or  
To select non-contiguous images, **Ctrl**-click each individual image.
2. To apply the same category to all the selected images, choose **Assign Category** from the **File** menu.  
Then select a category name from the drop-down list and click **OK**.
3. To move the selected images to the same location, choose **Change Location** from the **File** menu.
4. To delete the selected images, click the **Delete** button.

---

## SYNCHRONIZING THE DESKTOP WITH THE DEVICE

After adding and editing photos, you can then load them onto your handheld device or Smartphone.

To upload pictures:

1. Connect the cable to the Smartphone and make sure the cable is connected to the computer.
2. Click the **Sync** button at the bottom of the *SplashPhoto Desktop* window.

A progress message will appear as the images are added to the handheld.

To modify your synchronization settings:

1. Choose **Sync Settings** from the **Sync** menu.
2. To have the desktop synchronize with the device whenever you start or quit the SplashPhoto Desktop program, select **Auto-Synchronize at launch and exit**.
3. Select how to synchronize the files:
  - Select **Synchronize the files**: This is the default setting for SplashPhoto and synchronizes the catalog on the phone with that on the desktop. Changes to the desktop catalog will be changed on the phone and vice-versa.
  - If you have accidentally deleted a picture from the phone, but it still resides on the desktop, select **Desktop overwrites Handheld**.  
or
    - If you have accidentally deleted a picture from the desktop, but it still resides on the phone, select **Handheld overwrites Desktop**.
4. Click **OK**.

---

## VIEWING IMAGES ON THE SMARTPHONE

You can view images with the SplashPhoto browser individually or as a slide show.

To view images:

1. Start **SplashPhoto** from the **Programs** menu.  
SplashPhoto displays images stored on the external memory card that are stored in the \My Documents\SplashPhoto and the \DCIM directories.
2. Click the left soft key to change views:
  - **List View** displays images in a customizable list format. (You can determine which columns to display in the Preferences dialog box.)
  - **Detail View** displays thumbnail images with the name, category, location, dimensions, size, date and notes for each image.
  - **Thumb View** displays large thumbnail images and the file names.
  - **Gallery View** displays small thumbnail images only.

3. To filter images by category, press the right soft button to open the Tools menu and choose **Category** ▶ a category.

.....  
**Note:** You can create, rename or delete categories by selecting **Edit Categories** from the **Category** submenu.  
.....

4. To view images from a specific location, press the right soft button to open the **Tools** menu and choose **Location** ▶ **All**, **Internal** or **Storage Card**.
5. To view an image full screen, press the hardware navigation button.
6. Press the hardware navigation button up or down to move forward and backward through the images.
7. To view menu options when viewing an image full size, press the right soft key.
  - Choose **Details** to display the *Image Details* dialog box where you can view and edit image details.
  - Choose **Note** to display the *Image Note* dialog box where you can view and edit this image's note.
  - Choose **Internal** or **Storage Card** from the **Location** submenu.
  - Choose a category from the **Category** submenu.
  - Choose **Delete** to delete the image.
8. Press the navigation pad to return to the browser.

## Viewing images as a slideshow

You can set your phone to show the images sequentially.

- In the browser view, press the right soft key and choose **Slideshow** ▶ **Run**.

The images in the current category, starting from the selected image, will show sequentially on screen according to the settings in the *Slideshow Preferences* dialog box.

To stop the slideshow, press the navigation button.

To set slideshow preferences:

1. In the browser view, press the right soft key and choose **Slideshow** ▶ **Preferences**.



2. Select the **Duration** for the images in the slideshow.  
or  
Select **Manual** to control the slideshow with the navigation pad.
3. Select **Random order** to see the images in a random order instead of sequentially as seen in the browser.
4. Press the left soft key to apply the changes.

## Setting Smartphone browser preferences

To set browser preferences:

1. In the browser view, press the right soft key and choose **Preferences**.
2. Select one of the attributes to **Sort by**.
3. Select **Sort Ascending** to sort the selected attribute from A to Z.  
or  
Clear **Sort Ascending** to sort the selected attribute from Z to A.
4. Select the attribute (**Category, Size, Dimensions, Date** or **Note**) to display in the last column in list view.
5. To set the SplashPhoto browser as the default image browser on your phone, select **Use as default jpg viewer**.
6. To automatically rotate the images to best fit the phone's screen, select **Auto rotate**.
7. Press the left soft key to apply the changes.

To hide an image from view, you can mark it as private in either the SplashPhoto Desktop or the *Image Details* dialog box on the phone. Then you adjust the security settings to show or hide the images. To prevent an unauthorized person from showing images, you can set a password that would be required before hidden images are shown.

To set a password for showing private images:

1. In the browser view, press the right soft key and choose **Security** ► **Set Password**.
2. Key in your current password. If this is your first time entering a password, leave this field blank.
3. Key in a new password.
4. Key in your new password again in the Confirm field.
5. Press the left soft key to apply the password.

To change security settings:

1. In the browser view, to show images marked as private press the left soft key and choose **Security ▶ Show Private Images**.  
or  
If you want to hide private images, choose **Security ▶ Show Private Images** again.
2. If you want to show private images and you've set a password, enter the password and press the left soft key to show the images.

## Changing Image Details

In the *Image Details* dialog box you can change the name of the image, its location and its category. You may also review the resolution, type and date of the image.

To review or change image details:

1. In the full image view, press the right soft key and choose **Details**.
2. To rename the image in the *Image Details* dialog box, change the information in the **Name** box.
3. To change the location of the image, select a different location.
4. To assign an image to one of the user definable categories, select the category.
5. To mark the image private, select **Private**. The image will be hidden when you change the *Security* settings.
6. To apply the changes, press the left soft key.

## Using the Tools menu

The **Tools** menu accessed from the browser view has several other commands (besides the **Slideshow**, **Preferences** and **Security** commands) that may come in handy.

In the browser view, press the left soft key and:

- To limit the images shown to a specific location, choose **Location ▶ Internal** or **Location ▶ Storage Card**.  
To view all the images, choose **Location ▶ All**.
- To see only images in a specific category, choose **Category ▶ category name**.  
or  
To see all the images, choose **Category ▶ All**.  
or  
To add, delete or rename categories, choose **Category ▶ Edit**.

- To move all images currently in view to and from external memory cards, choose **Move All**.  
In the Move All screen select Internal or Storage Card, then use the left soft key (OK) to accept or the right soft key to cancel.
- If you are experiencing problems with viewing images, choose **Refresh**. (SplashPhoto maintains a cache file that speeds performance when viewing images. Sometimes the cache file can become out of sync and cause errors to occur in SplashPhoto.)
- To see information about SplashPhoto, including the version number, choose **About**.
- To quit the application, choose **Exit**.



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- Zooming
  - in/out, 37, 65 (Morpheus), 157–158

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### Here's how:

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- Order film-quality prints of your favorite pictures and have them mailed to your door.
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The Shutterfly logo features the word "shutterfly" in a lowercase, sans-serif font. Above the letter "t" are three circles of varying sizes, arranged in a slight arc, representing a stylized camera lens or shutter mechanism.

Offer expires 8/31/2005 • 25 free prints offer subject to change.  
Special Offer For Photo Explosion Customers Only

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