Contents

Click any topic below for help:

For Help on Help, Press F1

Glossary of terms

Client application

Color

Compression

Compression ratio

Destination document

Image

JPEG

PICT

Picture file

Pixel

Quality

Resolution

Slider

Uncompressed

Compression

Compression reorganizes the way a picture or file is stored in computer memory and on disk so that the file uses less space.

The computer can work more efficiently with the compressed file, and display <u>images</u> faster on screen.

Uncompressed

The state of a picture when it is displayed (whether or not the picture has been previously compressed).

A picture's uncompressed size refers to the amount of memory it occupies.   It is not necessarily the same as the size of the original picture from which the picture was compressed.

Color

The level of color at which a picture is stored.   For example, millions of colors (24-bit), 256 colors (8-bit), or black and white (1-bit).

Every picture is stored at a specific color setting, determined when the picture was first created or compressed.

Compression ratio

The comparison of a pictures's compressed size on disk to its uncompressed size in memory.

JPEG

Joint Photographic Experts Group, an international standard-setting committee that developed a standard for image compression used by many computers and programs.

QuickTime for Windows' image display software supports the JPEG standard.

Quality

A setting that controls the degree of compression applied by a QuickTime compressor.

A higher quality setting causes less image compression to be applied.   This results in better image quality, but limits the saving in storage size.

About Picture Viewer

Picture Viewer allows you to view a picture file in a window.   You can zoom in and out, print the picture, copy the picture, and get information about the picture.   Picture Viewer automatically uncompresses the picture if it is compressed in the picture file.

Picture viewer can maintain excellent image quality and color while displaying an image that may have been compressed by 90% or more.

Glossary

Picture file

A DOS file containing a QuickTime for Windows picture.   These files are characterized by the DOS suffix .PIC.

For example: HOME.PIC might be the name of a file that contains a QuickTime picture of your house.

The picture in the .PIC file may be compressed in one of several different QuickTime compression formats, or the picture may be not compressed in the file.   The pictures are stored in the PICT format inside the picture files.

Printing a picture

To print an <u>image</u>, choose "Print" from the File menu.   The image prints at its actual size, if it fits on a single page.   If not, the image is reduced until it fits on the page.

To change the settings for page orientation, size, and printing options, choose "Print Setup" from the File menu.

<u>Glossary</u>

Image

The QuickTime picture displayed on the screen.

Getting information about a picture

To see information about a picture, choose "Get Image Info" from the Image menu.

"Get Image Info" provides information about the <u>picture file</u>, the size (in <u>pixels</u>) of the <u>image</u>, the <u>colors</u>, the <u>compression</u>, the <u>quality</u> of the image, and the <u>uncompressed</u> size of the picture.

<u>Glossary</u>

Changing the display size of the picture

You can change the display size of the image by changing its magnification percentage.   Changing the magnification doesn't affect the size of the original image, just the way you see it on the screen.

As you change the magnification, you see more or less of the picture, depending upon the capabilities of your video hardware and the resolution at which the picture is stored in the file .

To change the magnification, drag the slider in the bottom left section of the window. (You can also use the + and - keys on the numeric keypad to change the magnification.)

The slider

The slider lets you set magnification to 25%, 50%, 75%, 100%, 150%, 200%, or 400%:

- 100% magnification provides an optimum pixel-for-pixel display of the picture.

- At less than 100%, the image has a lower resolution than the picture stored in the picture file.

- At greater than 100%, one pixel from the picture takes multiple pixels on the screen.
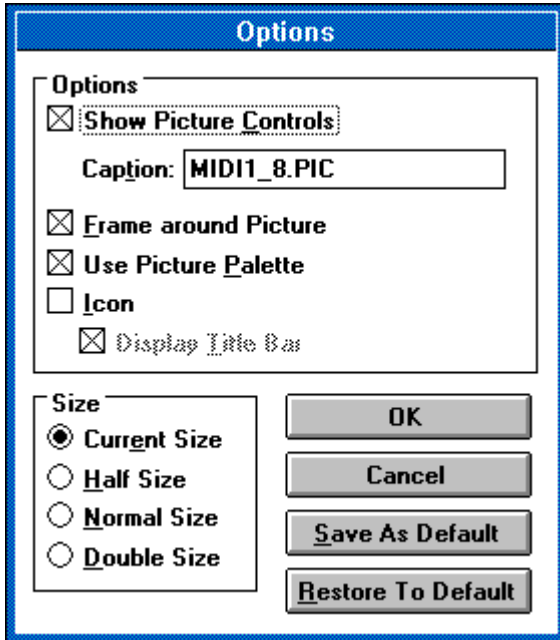
Example: A picture is stored in the QuickTime for Windows file at 1024 x 768 pixels and 256 colors. Your screen can only show 640 x 480 pixels at 256 colors.   When the image first appears the value will be 100% and you will only see a portion of the picture (the upper left part).   You can see the entire picture by setting the slider to a value less than 100% but you will see a loss of resolution in the image.

Glossary

Setting QuickTime picture options

The picture options allow you to control how a picture looks when it is pasted into a document or embedded in an OLE destination document. You can reach the Options dialog box from either of two locations:

- In Picture Viewer, select "Options" from the Edit menu.

- In a destination document, select "QuickTime Picture Options" from the Edit menu.

You can set options to show the picture controls, put a frame around the picture, and use the picture pallette.

Use the Icon option to display the picture as an icon in the destination document.

- To paste or embed the picture as an icon, check Icon.   When the icon is double-clicked, the image is displayed in a stand-alone window.   If Display Title Bar is checked, the image has a title bar and can be moved.   Otherwise, the image is displayed in the center of the destination document.

- To paste or embed the picture at the selected size, leave Icon unchecked. When the picture is double-clicked, it is displayed in place.

Use the Save As default button to save a complete set of options as your defaults.

Use the Restore To Default button to restore your last set of defaults.

Glossary

Working with more than one picture

Picture Viewer allows you to open and view more than one <u>image</u> at a time.   To work with several pictures, use the Window menu or shrink the pictures to icons:

- To rearrange the pictures, choose an item from the Window menu.

- To bring a picture to the front, choose its filename from the Window menu.

- To shrink a picture to an icon, click the down arrow in the upper right corner of the picture. Double-click the icon to restore the picture to its normal size.

<u>Glossary</u>

Slider

The mechanism that controls the size of the image in the Picture Viewer.

Using the keyboard

You can use the following keys operate Picture Viewer:

Press	To
Press	**To**
F1	See the main menu for help
Number Pad Plus key "+"	Zoom in (step up image resolution)
Number Pad Minus key "-"	Zoom out (step down image resolution)
Up Arrow	Scroll up in the image
Down Arrow	Scroll down in the image
Page Up or Control + Up Arrow	Scroll up the amount of image visible
Page Down or Control + Down Arrow	Scroll down the amount of image visible
Home	Scroll to the top left of the image
End	Scroll to the bottom right of the image
Right Arrow	Scroll right in the image
Left Arrow	Scroll left in the image
Control + Left Arrow or Control + Page Up	Scroll left the amount of the image that is visible
Control + Right Arrow or Control + Page Down	Scroll right the amount of the image that is visible
Control + C or Control + Insert	Copy the image to the Clipboard

Glossary

PICT

A standard file format in which many Apple Macintosh programs store graphic images.   PICT is the file format used by QuickTime for Windows to store pictures in DOS .PIC files.

Pixel

A dot on the screen.   Pictures and images are often discussed in terms of their height and width in pixels.

Resolution

How faithfully the picture has been represented when its image is displayed on the screen. Low resolution means the image is not optimum.

Using Object Linking and Embedding (OLE)

Click any topic below for help:

[About Object Linking and Embedding (OLE)](#)

[Documents that accept QuickTime pictures](#)

[Embedding a QuickTime picture](#)

[Editing an embedded picture](#)

[Glossary](#)

About Object Linking and Embedding (OLE)

OLE is a technology that allows you to place "objects" -- such as movies, pictures, or spreadsheets -- into other documents. For example, you can use OLE to embed a QuickTime picture into a word-processing document.

Readers of your document can double-click the picture to view it just as if they were using Picture Viewer. OLE also allows you to edit the embedded picture from the destination document.

Your Windows user's guide has more information on using OLE. See the chapter that covers integrating your Windows applications.

Glossary

Documents that accept QuickTime pictures

You can embed QuickTime pictures into a document created by an OLE
client application. Some client applications are:

> Microsoft Excel 4.0

> Microsoft Word for Windows 2.0

> Word Perfect 5.2

> Microsoft Windows 3.1 Write

> Microsoft Multimedia Works for Windows

Other applications may also accept QuickTime pictures. To find out if an application is an OLE client
application, check its user's guide for information on Object Linking and Embedding.

Glossary

Embedding a QuickTime picture

You should follow the detailed instructions for embedding objects in the <u>client application</u> user's guide. Here is an overview:

1. In the <u>destination document</u>, put the cursor where you want to embed the picture.

2. Choose "Insert Object" from the Insert or Edit menu.

3. When the dialog box appears, select "QuickTime picture" as the object type.   Picture Viewer opens, and the File Open dialog box appears.

4. Use the dialog box to find and open the picture you want to insert.

5. To set up how the embedded picture looks in the destination document, choose "Options" from the Edit menu.   See the help topic <u>Setting QuickTime picture options</u> for more information.

6. Choose "Close" from the File menu to close the picture.   A message asks if you want to update the document before proceeding.

7. Click Yes to embed the picture and return to the destination document.

<u>Glossary</u>

Editing an embedded picture

You should follow the detailed instructions for editing embedded objects in the client application user's guide. The steps below provide an overview.

When you edit an embedded picture, only the picture in the destination document changes.   The original picture does not change.

1. In the destination document, click the picture once to select it.

2. Choose "QuickTime picture object" from the Edit menu.   Picture Viewer opens. Depending on the client application, the picture may open automatically or you may have to open it.

3. In Picture Viewer, choose "Options" from the Edit menu.

4. Make your changes in the Options dialog box.   See the help topic Setting QuickTime picture options for more information.

5. When you finish, close the picture.   A message asks if you want to update the document before proceeding.

6. Click Yes to update and return to the destination document.

Glossary

Client application

In Object Linking and Embedding, an application (for example, Microsoft Write) that accepts embedded or linked objects.

Destination document

In Object Linking and Embedding, a document (for example, a word-processing document) into which you place an object, such as a picture, movie, or spreadsheet.

Copying and pasting

You can copy an <u>image</u> or selection and paste it into another document.   If you want to set display options, see the help topic <u>Setting QuickTime picture options</u> before you copy.

1. To copy, choose "Copy" from the Edit menu.

2. Open the document into which you want to paste.

3. Put the cursor where you want to insert the copy.

4. To insert, choose "Paste" from the Edit menu.

<u>Glossary</u>

Viewing a picture

Click any topic below for help:

Opening and closing a picture

Changing the display size of the picture

Working with more than one picture

Getting information about a picture

Glossary

Opening and closing a picture

1. Choose "Open" from the File menu.   With Picture Viewer, you can open only .PIC files that use the <u>PICT</u> file format.   Only .PIC and .JPG files are listed in the Open dialog box.

2. Select the file you want.

3. Click OK.   The <u>image</u> appears in a Picture Viewer window

4. To close, choose "Close" from the File menu.

<u>Glossary</u>

Selecting part of an image

You can select part of an image and set display options for the selection. A selection can be pasted into another document or embedded into an OLE destination document.

1. Place the cursor in the image.

2. To mark your selection, hold down the mouse button and drag the mouse diagonally to draw a rectangle.

3. When the selection is marked, release the mouse button.   You can cancel the selection by choosing "Cancel selection" from the Edit menu.

    To set options for the selection, see the help topic <u>Setting QuickTime picture options</u>.   To put your selection into another document, see the help topic <u>Copying and pasting</u> or <u>Embedding a QuickTime picture</u> (under Using Object Linking and Embedding).

<u>Glossary</u>