

Introduction



Congratulations on choosing ACDSee 3.1, the fastest, most powerful, and easiest-to-use image Viewer available for Windows! ACDSee is several tools in one. A full-featured image Viewer quickly generates a high quality display of your image. The image Browser lets you efficiently find and organize your images. ACDSee also provides several image manipulation functions, including a convenient Photo Enhancer.

[Image Viewing Features](#)

[Image Browsing Features](#)

[Image Manipulation Features](#)

[Photo Enhancement Features](#)

[User Interface Features](#)

For up-to-date information on ACDSee and other products from ACD Systems see the next page in the help file. This page is an active link to our web site. If you are not connected to the Internet, you can try another time. Our site address is **www.acdsystems.com**.

Minimum system requirements:

- Microsoft Windows 95 / 98 / NT 4.0 / 2000
- Intel 486DX with 32 MB RAM
- 10 MB free disk space

Note: Users working with large image sizes or large numbers of images will benefit from system requirements that exceed those listed above. This will ensure a faster display of images.

Web Site

{ewl RoboEx32.dll, WinHelp2000, HREF="http://www.acdsystems.com/english/products/acdsee/index.htm"}

Features - Image Viewing

As an image Viewer, ACDSee stands unsurpassed in its ability to quickly decode and display images. ACDSee provides the following viewing features:

- **New!** Plays audio clips embedded in images.
- **New!** Support for LuraDocument and LuraWave file formats. These are available for free as a Trial version. For LuraWave the password protection feature has been disabled and 30 days after installation the plug-in will no longer encode images (i.e., file conversion will not be possible). Encoding will also be disabled for LuraDocument after 30 days. Full versions are available for purchase.
- Speed - Using its efficient decoder with incremental display, ACDSee displays images faster than any other image Viewer.
- No waiting - multithreaded design means you can use other functions while ACDSee is processing -- you'll spend less time waiting and more time doing.
- Gamma correction lets you compensate for monitor non-linearity.
- Less memory is required to view images than with full-fledged image editing applications.
- High quality output - ACDSee gives you single and two-pass dithering algorithms that make optimal use of your display's capabilities.
- Support for over 40 of the most popular multimedia formats.
- Extensible format support through Plug-in modules.
- Susie plug-in module allows ACDSee to use Susie image decode plug-ins.
- Scroll, manual and auto zoom, auto-window size and full-screen mode features allow you to view your images the way you want.
- Slide show gives you the ability to view a sequence of images automatically. ACDSee provides read-ahead decoding, subfolder searching, forward/reverse/random and single/loop sequencing features. You can sync to a particular folder to automatically adjust the slide show list to reflect added/removed files.
- A portion of an image can be selected to zoom, print, wallpaper or copy to the clipboard.
- Images can be printed along with names and descriptions. Also, contact sheets for collections of images can be printed.
- Set the background of the View window to a tiled pattern of any image -- great for previewing background textures!

Features - Image Browsing

ACDSee is the best choice for browsing images in your file system, giving you access to all these great features:

- **New!** We have included a [View | Layout Schemes] command for saving your favorite Browser pane/toolbar configurations.
- **New!** Plays embedded audio in Exif JPEG files.
- **New!** Option to group archives with folders in File list
- High-speed preview lets you quickly and easily take a peek at images without interrupting or slowing down your exploration.
- Thumbnail mode shows a thumbnail of each image instead of the normal file icons, allowing you to visually browse more quickly through many images. Thumbnails can be automatically cached to a central database file.
- Rapid File management utilities including drag-and-drop and cut-and-paste allow you to quickly organize your images and other files into folders.
- Search for images by filename, description, date, author, notes, and keywords.
- Visual overwrite confirmation shows you source and destination images side by side before overwriting images when copying or moving.
- Auto-skip can automatically skip copying or moving files if they already exist in the destination folder.
- The Favorites list allows you to quickly move and copy files to a user-configured list of frequently used folders. Or, you can also use the list to browse frequently used folders. In addition, you can also add shortcuts to your commonly used applications, and then send files to them by dragging and dropping.
- File descriptions allow you to annotate any file with a descriptive phrase without altering the name or contents of the file. You can also attach notes, author, keywords and date information.
- Customized file details allow you to configure how and what information is displayed with your files.
- Shell edit commands allow you to quickly open your images in your favorite image editor applications.
- A File list generator gives you a text listing of the files in a directory, including descriptions, file type, size, image dimensions and date.
- Shortcuts to images and folders (.LNK files) are handled transparently, allowing you additional flexibility in organizing your images.
- Play multimedia files (AVI, MP3, MPG, WAV, etc.) automatically when they're selected.
- Transparently browse compressed archive files. Plug-in archive modules are included for ZIP and LHA, and a Susie plug-in module allows Susie archive plug-ins to be supported.
- Properties dialog displays image info, database info, and image metadata tags.
- Displays Exif and other image metadata for the currently selected image in a special Info pane.
- Resizable, movable, tear-off panes give you greater control over layout.

Features - Image Manipulation

ACDSee provides the following frequently used image manipulation functions:

- **New!** Improved crop feature in Photo Enhancer.
- **New!** Batch level adjustment of images.
- **New!** The contact sheet plug-in makes it possible to create a contact sheet of thumbnail images.
- **New!** Send pictures by e-mail.
- File conversion allows images to be quickly and conveniently converted to BMP, GIF, JPEG (including progressive), PCX, TGA and TIFF formats. A batch of files can be converted all at once.
- HTML Album Generator feature allows you to automatically generate a web page photo album from your images!
- SendPix allows you to share photos with your friends over the Internet!
- Plug-in support for digital cameras allows you to browse pictures on a digital camera, take pictures, and transfer pictures to your computer.
- TWAIN acquire support.
- Rapid lossless rotation and flipping of JPEG images.
- Save a selected region of an image (cropping).
- Desktop wallpaper commands allow you to quickly change your desktop background to any image, centered or tiled.
- Copy to clipboard allows you to copy images from ACDSee into other applications.

Features – Photo Enhancement

ACDSee's Photo Enhancer allows you to touch up your photos with easy-to use enhancement features:

- Crop
- Resample (size / color depth)
- Rotate and flip
- Automatic level adjustment
- Black / white points
- Contrast / brightness
- Gamma correction
- Color balance
- Blur
- Sharpen
- Despeckle (remove noise)
- Sepia
- Colorize
- Negative
- Emboss
- Multiple levels of undo / redo

Click on this link for more information on how to use [Photo Enhancer](#).

Features - User Interface

As a whole, ACDSee provides an efficient interface, which has been highly optimized to minimize the amount of keypunching and mouse pushing you need to do to get things done.

- **New!** Extensive customization options allow you to configure ACDSee to work the way you want it. In fact, with ACDSee 3.1 you can now save your favorite Browser pane/toolbar configurations by using the [View | Layout Schemes] command. It is also now possible to right click in the toolbar area, select the customize option, and choose the shortcut buttons you want.
- ACDSee completely avoids the bulky, slow interfaces that plague most Windows software products in favor of streamlined operations.
- Whether you like to use the mouse or do it all from the keyboard, ACDSee provides you with the shortcuts you need to do it quickly.
- To get you up and running quickly, ACDSee incorporates tool tips, menu command hints, and context-sensitive help in most dialog boxes.

Multi-media Formats Supported

The plug-in modules included with ACDSee support the following formats. More plug-ins will be distributed in the future for expanded support. A Susie plug-in module allows ACDSee to utilize Susie plug-ins.

For more information on plug-ins including a list of all the newest plug-ins for ACDSee, click on this link:

<http://www.acdsystems.com/english/products/plugin/index.htm>

Read support

Image formats

ANI	Windows animated cursor	Shows cursor animation
ART	AOL ART	Still images
BMP	Windows Bitmap	Windows and OS/2; 2/8/16/24/32 bpp; RLE and uncompressed
CUR	Windows cursor	
DCX	Multiple-page PCX	All sub-types and multiple pages supported
DJV	DjVu	
EMF	Enhanced Metafile Format	Win32 enhanced placeable metafiles
EPS	Encapsulated PostScript	Displays embedded thumbnail only (TIFF formats)
FPX	FlashPix	Multiple resolution support
GIF	Graphics Interchange Format	Single page and animated; 87a and 89a
ICN	AT&T ICN	
ICO	Windows icon	Shows multiple resolutions as separate pages
IFF	EA/Amiga Interchange File Format	1-24 bpp, including HAM and HAM8; multiple pages and animations not supported
JPG	JPEG JFIF	JFIF and Adobe CMYK
KDC	Kodak KDC	Reads both the full image and the embedded thumbnail
LDF	<u>LuraDocument</u>	Supports files with embedded thumbnails and multiple pages. Saves LDF files with embedded thumbnails, but not multiple pages.
LWF	<u>LuraWave</u>	Supports files that are password protected. Saves files with optional password protection.
MAG	MAG	All sub-types supported
PBM	Portable BitMap	
PCD	Kodak PhotoCD	Up to 3072x2048 resolution (16BASE)
PCX	ZSoft Publisher's Paintbrush	All sub-types supported
PGM	Portable GrayMap	
PIC	SoftImage PIC	All sub-types supported
PCT	Macintosh PICT	
PIX	Alias PIX	24 bpp
PNG	Portable Network Graphics	All sub-types supported
PPM	Portable PixMap	
PSD	Adobe PhotoShop Document	RGB, grayscale, duotone, paletted and bi-level Lab color interpreted as grayscale only
PSP	Paint Shop Pro	Version 5 and version 6
RAS	Sun Raster	Uncompressed and RLE compressed
RSB	Red Storm image format.	All sub-types are supported

SGI	SGI Image Format	8-32 bpp; no colormaps; RLE or uncompressed
TGA	Targa TGA	All sub-types supported
TIFF	Tag Image File Format	1/2/4/8/12/16 bits per sample, 1-4 samples per pixel. Bilevel/RGB/Paletted/CMYK/YCrCb/LOGL/LOGLUV. Uncompressed/PackBits/LZW//ThunderScan/ SGILog/CCITT/ZIP/NEXT/New-JPEG (no v6.0 JPEG support) Support for multi-page documents
WMF	Windows Metafile Format	Win 3.x placeable metafiles
XBM	X bitmap	
XPM	X pixmap	

Video, sound and music formats

AVI	Windows AVI video	Extracts thumbnail and plays in preview area with MCI
MID	MIDI sequence	Plays in preview area with MCI
MOV	QuickTime Movie	Plays in preview area with MCI
MP3	MP3 audio	Plays in preview area with MCI
MPG	MPEG video	Extracts thumbnail (MPEG-1) and plays in preview area with MCI
WAV	WAV audio	Plays in preview area with MCI

Archive formats

LHA	LHA archive.	Lhd, lz4, lh0, lh1, lh4, lh5, lh6, lh7
ZIP	ZIP archive	Store and Deflate

Write support

BMP	Windows Bitmap	Windows 1/8/24 bpp
GIF	Graphics Interchange Format	Non-interlaced GIF 89a only
JPEG	JPEG JFIF	8 and 24 bpp. Progressive and baseline. Adjustable compression factor, subsampling, smoothing and Huffman code optimization.
LDF*	LuraDocument	Supports files with embedded thumbnails and multiple pages. Saves LDF files with embedded thumbnails, but not multiple pages.
LWF*	LuraWave	Supports files that are password protected. Saves files with optional password protection.
PCX	ZSoft Publisher's Paintbrush	8 and 24 bpp; RLE compressed
PNG	Portable Network Graphics	1/4/8 bpp colormapped; 24 bpp RGB
RSB	Red Storm image format	All sub-types supported
TGA	Targa TGA	8 and 24 bpp. RLE and uncompressed. Top-down and bottom-up
TIFF	Tag Image File Format	1/8/24 bits per pixel, single-page. Uncompressed, CCITT3, CCITT4, LZW, Deflate (ZIP), and JPEG compression. Adjustable DPI tags.

*Both LuraDocument (LDF) and LuraWave (LWF) are available in trial version only – after 30 days the encoding feature will be disabled and you will no longer have the ability to convert the image.

What's New in Version 3.1?

Legend

- + New feature
- o Minor change
- !! Bug fix

Version 3.1 – August 2000

- + New Plug-ins including: AOL ART format, DjVu format, True Type Fonts, ICN format, LuraTech LuraWave format, LuraTech LuraDoc format, PaintShop Pro format, Red Storm Bitmap format, CX_AdjustLevels (batch level adjustment of images), CX_ContactSheet (generates thumbnail contact sheets), CX_Email (sends pictures by e-mail).
- + Plays embedded audio in Exif JPEG files
- + Customizable toolbars - right click and select [Customize...]
- + [View | Layout Schemes] command for saving your favorite Browser pane/toolbar configurations
- o Option to group archives with folders in File list
- o Exception handling for plug-ins to prevent a plug-in crash from crashing ACDSee
- o Automatic connection to InTouch server in the background
- o Buttons to View and Delete InTouch messages
- + Advertising space at bottom of Browser window in Trial Version
- + Faster startup (esp. on Windows 2000)
- !! Bug fixes

Version 3.0 – November 1999

- + Photo Enhancer
- + New Browse window interface featuring floating/dockable resizable control panes
- + SendPix
- + HTML Album Generator
- + Lossless horizontal and vertical flipping of JPEG images
- + Support for image decoding plug-ins
- + Support for image encoding plug-ins
- + Support for archive extraction plug-ins
- + Support for digital camera plug-ins
- + Support for command extension plug-ins
- + Read support for ANI, AVI, CUR, EPS, FPX, ICO, MPG, PBM, PGM, PCT, PPM, RAS, XBM, XPM image formats
- + Write support for GIF and PNG formats
- + Susie image plug-in support
- + Support for Kodak DC40/50/120/220/240/260/265, HP C20 and Olympus D-600L digital cameras
- + [Camera | Take pictures] command allows you to have ACDSee take pictures with your digital camera at regular intervals, optionally transferring the images to your computer.
- + TWAIN Acquire allows images to be transferred from any scanner, digital camera, or other device that supports the TWAIN interface
- + Transparent browsing, viewing, searching, slide show, etc. inside of ZIP and LZH archive files -- supports subfolders and nested archives, too!
- + Change the color of the View window background and/or specify a background image
- + High-quality reduction of images gives superior-quality thumbnails
- + Properties dialog displays image info, database info, and image metadata tags.
- + Displays Exif and other image metadata for the currently selected image in a special Info pane
- + Enhanced find function allows searching on additional criteria and displays results in Browser's File list
- + All-new integrated image information thumbnail cache database with greater speed
- + Forward/back folder history buttons
- + Reduced startup time
- o Thumbnail size can now be specified in pixels

- o Cleaner interface allows independent quantization/dithering settings for View, Preview and Thumbnail modes
- o Improved setup software provides cleaner installation and removal of the software
- o Removed [Display | Use device-dependent bitmaps] option
- o Removed option to cache image dimensions in "descript.ion"
- o Images with non-standard extensions are not recognized unless the corresponding plug-in is already loaded.
- o Added option to stretch smaller images/cached thumbnails to fit current thumbnail size
- !! Fixed drop targeting to correctly accept files from external applications

Version 2.41- April 1999

- o Added "Use top-down bitmaps" display option
- o Changed display of animated GIF images to use a default 100 ms delay per frame when no frame delay is given
- o Turned off "View all images in folder" behavior when more than one image is supplied on the command-line
- o The gamma tag for PNG images is ignored in order to provide display consistency with other applications
- o Turned off PNG alpha blending
- o Improved display quality for JPEG images
- o Added "snap to" functionality to Viewer's "Zoom 100%" and "Delete" buttons
- o PCDLib32.dll is no longer required to read Photo CD images at higher resolutions
- o Modified Browser's Slide show command to start with random image when random slide show sequence has been chosen
- o Increased minimum distance mouse must be moved with right button down to start a drag-drop operation in View mode
- o Creation and last modified timestamps are preserved when rotating JPEG images
- !! Fixed problem where new margin settings were ignored during print phase.
- !! Fixed crash when exiting ACDSee after shredding a file with Gizmos' File Shredder from the shell context menu for a file in the Browser File list
- !! Fixed crash when showing info tip for files with very long descriptions
- !! Fixed intermittent crash when cropping images
- !! Fixed problem where "New folder" folder did not show up in File list when the "show folders" Thumbnail mode option was turned off.
- !! Fixed problem reading Alias PIX images
- !! Fixed display/printing of certain WMF images
- !! Fixed bug printing filenames with extended characters
- !! Fixed problem displaying full path of folder names containing extended characters in title bar
- !! Fixed bug displaying filenames with extended characters in "Confirm replace" and "Add to favorites" dialogs
- !! Fixed zoom commands to zoom into center of image instead of lower-right corner
- !! Fixed print module to allow output image size to exceed the printable area
- !! Fixed problem with black area below and to the right of scaled-to-fit image
- !! Fixed R<->B color channel swap when reading 16 bps TIFF images
- !! Fixed bug dealing with invalid destination path names in Move/Copy To dialog box on Win98

Version 2.4- January 1999

- + Enhanced printing options, including contact sheet support and print preview.
- + Added support for EMF, SGI, Alias PIX, and Kodak KDC image formats.
- + Added support for TIFF images with 12-bit samples.
- + Added convert to TGA and convert to TIFF support.
- + Added lossless JPEG rotation.
- + Changed path box to a drop down list of recently accessed folders.
- + Added Cache Maintenance function
- + Added option to play WAV sound files
- + Added [Sync To Folder...] command in Viewer.
- + Added "Paste here" command to items in Folder Tree and Favorites List.
- + Added "New sub-folder" command to items in Folder Tree.
- + Added option to show file sizes in KB.
- + Added "Automatically save window pos." Option.

- + Current cursor coordinates / selection dimensions are shown in status bar when <Shift> key is pressed.
- + Added commands to change the magnification of the images displayed in the Move/Copy Replace dialog box.
- + Displays #pages in a multi-page image in detail File list View mode.
- + Added "Defragment cache" command.
- + Added options to show file size and image dimensions together with thumbnails in Thumbnail mode.
- + Added /p! command-line option to print without print setup and printer selection dialog boxes popping up.
- + Added /ss and seq:<seq-mode> command-line options.
- + Added /fullscreen command-line option.
- + Added Max. PhotoCD resolution setting.
- + Added support for 64 BASE Photo CD resolution.
- + Modified RenameSeries to support '*' character and escape '\' characters.
- + Added Change timestamp command.
- + Added "Print all..." command to View mode.
- + Added option to always confirm deletion of folders.
- + Added drag support to View mode (drag with right mouse button).
- o Significantly faster decode-and-display
- o Added support for multiple monitors under Win98/Windows 2000
- o Worked around annoying pause when deleting files with IE4/Desktop Update installed.
- o Improved thumbnail quality for B&W bicolor images
- o Improved progress indicator for animated GIF decoding.
- o Changed setup to create shortcut icons in a "ACD Systems" folder. New shortcut icons for Help file and Uninstall. Created shortcut icon folder(s) shown in Explorer window after installation completes.
- o Modified preview command (and auto-preview) to read the header of an unchecked file to see if it is an image.
- o Added "expand all" key <NumPad *> to Folder tree.
- o Changed File list info tips to multi-line format and added file description.
- o Modified random slide show to re-randomize on wrap-around.
- o Enhanced toolbars with "Flat" style and background image.
- o When copying files to the clipboard, the full path names are also copied in text format.
- o Enhanced Move/Copy progress dialog with indication source & destination folders, and individual file progress (WinNT only).
- o Non-read-only commands (rename, etc) are disabled based on root of current path rather than current path.
- o Disable labels editing for items in Folder tree that cannot be renamed
- o Single-clicking on the current folder in the Folder tree causes a quick-refresh of the File list
- o Added "Create new shortcut" command to context menu of Favorites list.
- o Modified GIF decoder to properly support "87a" animated GIFs.
- o Links to folders are now followed in Slideshow Recursive and Find Images commands.
- o Converted "Look in" box in "Find Images" command to a drop down list
- o Dragging a file from the desktop will now move it by default when you drag to a folder on the system [C] drive.
- o Improved display of CMYK images
- o Added support for 16 bps PSD
- o Now reads WMF files with missing Aldus headers
- o Can view partial "Find Images" results after pre-maturely stopping the find operation.
- !! Fixed problem whereby entering small icon View mode from Thumbnail mode caused the icons to be incorrectly arranged.
- !! Fixed problem where the dimensions of some JPEG files with embedded thumbnails were not extracted correctly
- !! Fixed access error deleting current folder in Folder tree.
- !! Fixed problem when if ACDSee was started in View mode, then maximized, then an image was opened, the window would be hidden.
- !! Fixed bug where new files were not correctly placed at the bottom/top of the File list during a quick or auto-refresh event in thumbnail/icon/small icon mode.
- !! Fixed bug where images dropped on ACDSee's Browser window were not viewed correctly ("Cannot access file" error).
- !! Fixed problem on some systems where, when the "Auto-refresh" option was disabled, the File list was not automatically refreshed after moving files to and Explorer window.

- !! In Find Images function, fixed pattern matching for filename to not assume substring matching when an extension is provided in the filename.
- !! Fixed problem where read-ahead image was not resampled on decode when zoom lock was on with zoom < 100%.
- !! No error message was given if "View all images in folder" is enabled and no argument file specified in the command-line was found.
- !! Fixed bug causing thumbnail cache collisions between different volumes on a removable drive.
- !! Fixed bug MCComparing two images with different colormaps on 256 color systems.
- !! Fixed problem reading PCX images with explicit 16-colour palettes where paletteType==0.
- !! Fixed display of some PNG images.
- !! Fixed problem where View window appears after turning [Viewer | Show] menu option from Browse mode.
- !! Fixed problem creating shortcuts in Favorites list when ACDSee is installed in a path that contains a period.
- !! Fixed Rename Series to work with extended characters.
- !! Fixed problem auto-updating File list when "auto column width" is turned on.
- !! File size is now written correctly in BMP file headers.
- !! Fixed bug where changing state of "use system icons" option would turn off image header reading.
- !! Fixed bug where icons were not displayed for images whose headers had not been scanned when "use system icons" option was turned off.
- !! Fixed slowdown reading network file system folders.
- !! Fixed problem deleting/moving/renameing PCD files.
- !! Fixed hanging problem when loading thumbnails for some truncated progressive JPEG images.
- !! Shortcut arrows now shown over shortcut icons on WinNT/IE4.0 systems
- !! Shortcut arrows now correctly shown over thumbnails.
- !! Support for file and drive sizes over 4GB
- !! Fixed Move to/Copy to function to correctly create target paths with UNC names

Version 2.3- April 1998

- + Added "Find images" command to search for images by filename and/or description
- + Selection feature: a rectangular portion of the image can be selected for zooming, printing, wallpapering or copying to clipboard
- + The [Save as...] command allows an image to be saved in a different format from View mode
- + The [Save sequence as...] command allows the current image sequence to be saved to a file and reloaded at a later time
- + Gamma correction
- + Support for Kodak DC200 and DC210 digital cameras
- + Thumbnail caching
- + [Tools | Rename series...] command allows a group of files to be renamed according to a numbered series
- + Shortcuts list now supports shortcuts to applications and other files
- + Automatic window scrolling during drag & drop
- + Expand/collapse folders in Folder tree using other mouse button during drag & drop
- + The order of the columns of the File list can be modified
- + Option to remove original image file after converting it
- + Option to show full path of current folder in Browse window title
- + Option to show shortcuts list on left side of File list
- + Option to enable/disable "click to rename" in File list
- + Option to double-click on file description to edit it
- + File size now shown in Viewer status bar
- + Automatic file rename separator character can be configured
- + Enhanced DDE server commands allow multiple files to be opened at once and allow caller to specify Add/Replace and View all/View explicit options
- + Can view image file(s) by dragging and dropping onto Browse window
- + Support for 4*BASE and 16*BASE PhotoCD resolutions
- + The shell context menu for an item or items can be accessed by holding down the <Shift> or <Ctrl> key while clicking with the secondary mouse button.
- o slideshow commands consider hidden files and folders only when the [File List | Show hidden files] option is turned on.

- o When multiple files are being described, the file currently being described is selected [and previewed]
- o Progress indicator for background processing is more efficient
- o Faster updating when Browse window is resized
- o Faster Browser startup
- o Setting of "Overwrite" format conversion option is now saved across sessions
- o Added context-sensitive help to Format Conversion and Set File Associations dialog boxes
- o Replaced functionality of "Print entire image / Print content of window" with "Selection" option of Print dialog box
- o Automatic saving of View window position is replaced by explicit "Save window pos." command
- o "Auto-reset zoom to 100%" option replaced by "Zoom lock" command
- o Shrunk images are now reloaded at the lowest possible resolution when the magnification is increased (instead of 100%)
- o Pressing <Esc> in View mode to return to Browse mode no longer selects the image viewed. However, <Enter> continues to do this.
- o TIFF decoder will now upsample TIFF data in Y axis where appropriate according to reported aspect ratio
- o TIFF decoder now handles 16-bit samples
- o TIFF decoder will now read 2 and 4 bpp grayscale and colormapped images.
- o Support for TIFF YCrCb, Tiled, SGILog, SGILog24, and PlanarConfig==2 images
- o Source image's file description is copied to output file description when converting image
- o Can press <P> to temporarily show full path of current image file in View window.
- o A shrunk image is reloaded unshrunk when auto-shrink is turned off or when auto-zoom command is invoked
- o Revamped help file
- o Now distributed with comctl32.dll v4.72
- o Spawn View (View + <Shift> key) now works with a multiple selection
- o Slide show delay is now specified in ms
- o Shortcut overlays displayed for shortcuts in Thumbnail mode
- o Progress window when creating shortcuts
- o Can use <Ctrl+Shift+A> to select all files and folders.
- o Removed flicker effects from File list quick-refresh
- o Changed Browser processing progress indication from text to bar.
- !! Fixed a bug that prevented files from being copied/moved to UNC file systems
- !! Fixed bug which could cause maximized window position to become incorrect after switching out of full-screen mode
- !! Fixed file filter to not pass all files when no matches occurred
- !! Fixed read-ahead problem where flipping to the next image, if it were partially decoded, would result in decoding restarting from the very beginning
- !! Fixed bug in info tips that could cause the wrong image dimensions to be displayed
- !! "All" option in Print dialog is now interpreted properly
- !! Modified Shell Open/Edit commands to only pop up Open with/Edit with box when the file association is missing or incomplete
- !! Fixed randomized slide show to work with >32767 images
- !! Modified TIFF decoder to handle single-strip images with a incorrectly specified strip byte count.
- !! Fixed problem with disappearing status bar icon in View window.
- !! Fixed some problems reading GIF images with missing GCEs and incorrect LSD information.
- !! Fixed problems renaming a folder in the Folder tree.
- !! OEM Convert and Set hidden attribute "descript.ion" file options were not honored in View mode.
- !! Fixed full-screen mode bugs occurring when screen resolution is changed on the fly.

Version 2.22 – December 1997

- + conversion options (JPEG)
- + convert to PCX
- + Auto-Shrink and Auto-Enlarge option toggle commands to Viewer
- + info tips for items in File list and shortcuts list [comctl32.dll v4.71 req'd]
- + option to disable toolbar tips
- + added Open, View, Print and Browse shell command options to Set File Associations

- + "Show version & path in title bar" Browser option
- + Color-coded image highlighting in File list
- o comctl32.dll (required for full functionality) is now installed during setup
- o better-looking, more memory efficient and much faster rendering of file icons in Thumbnail display mode
- o the status bar shows the path to the target folder when items are dragged onto items in the shortcuts list
- o changed PCX decoder to correctly decode badly encoded images: those where byte runs cross row boundaries and those with incorrect 256 color palette markers
- o modified "auto-start" slide show option to allow auto-start from Browser's slide show commands
- o Optimized auto-refresh to minimize flicker
- o in Report mode when the sort method is changed, the list is scrolled so that the focus item appears in the [vertical] middle of the view
- o the current selection in the File list(including a multiple selection) is now retained across sort changes, view style changes, auto-refreshes, etc.
- o Viewer window is no longer activated at every image change during a slide show, or when files are dragged and dropped
- o currently selected/viewed file icon appears in status bar of Browser and Viewer windows [comctl32.dll v4.71 req'd]
- !! worked around bug in Win95 that caused system resource leak when decoding WMF files
- !! problem with "View all images in folder" not working when ACDSee was started on the command line
- !! fixed support for EGA PCX images
- !! fixed support for 16/32 bpp BMP files using BI_BITFIELDS encoding
- !! problem handling RLE encoded BMP files with delta escapes
- !! work-around for misplaced selection anchor in File list (comctl32.dll v4.71 or later req'd)
- !! bug that prevented 30-character registration names from working
- !! reduced size of Move/Copy confirmation boxes to fit 640x480 screens
- !! fixed problem handling short (8.3) filenames passed via command-line when the "View All" option was turned on
- !! images can now be dragged and dropped before preview has finished loading
- !! slow decoding and quantization error due to round-off errors in shrink-to-fit option
- !! during auto-refresh, new items are now added to their proper positions in the list, even in thumbnail, icon and small icon modes
- !! fixed bug that could cause descriptions entered in Viewer to be lost if Auto-refresh was turned on and Read Image Headers was set to Never
- !! fixed bug which could cause a crash when the last image in the Viewer's image sequence was deleted
- !! preferred auto-size window position was lost when the window was minimized
- !! when a folder in the Folder tree was renamed, its file description was lost
- !! when printing, file descriptions longer than one line are correctly printed

Version 2.21 – October 1997

- + added support for DCX format (multi-page PCX FAX)
- o reduced memory overhead for loading GIF images
- o the File list is automatically updated when files are dropped into it, even if the "auto-refresh" option is turned off
- !! File list would sometimes auto-refresh continuously when running on Windows 95 and "Cache in description" and "Reading image information" and "Auto-refresh" options were turned on
- !! some interlaced animated GIF images were not decoded properly
- !! problem handling animated GIF images with missing GCE's
- !! round-off error could cause horizontal lines to appear when decoding interlaced images at a high zoom level

Version 2.2 – October 1997

- + Added support for SoftImage PIC format
- + Shortcuts to images are now handled transparently
- + Added Cut, Copy and Paste commands to Browser for file management
- + Added Copy Image commands to allow images to be copied to the clipboard
- + Added Paste command to Viewer to allow files copied from Explorer to be pasted into the image list
- + Revised Move/Copy Overwrite options, adding auto-rename
- + Added "Slideshow" and "Slideshow Recursive" commands to Viewer

- + Added "Save defaults" button to Options dialog – options are no longer permanently saved when OK is pressed
- + Added Shell open/edit commands to Viewer
- + Added option to hide Browser path box ("View > Controls > Path box")
- + Added Remove All command to Move/Copy Files dialog box
- + Added "Tools > Generate File List" command
- + Added "Image List > Highlight Image Files" option
- + Added "/p" command line option for printing images
- + Added FileName edit box to Move/Copy Files Dialog box when a single file is being moved to allow it to be renamed
- + Added "Apply to all" checkbox to Edit File Description dialog to allow a single description to be applied to several files at once
- + In full-screen mode, you can press and hold down the b, t and m keys to temporarily show the status bar, the tool bar and the menu, respectively.
- + "Oem convert" option for file descriptions
- + Option to show full image file path in Viewer
- + "Show hidden files" option is now available directly from the Browse window (View menu or Ctrl+H)
 - o Added selected filename to status bar of Browser
 - o Changed default renamed file in Move/Copy to use a unique postfix number instead of "Copy of..."
 - o Added option to disable open/remove commands
 - o "Exit after delete/move" now causes the Viewer to exit to the Browser when the last image in the image list is deleted or moved (only if ACDSee was started in Browse mode)
 - o Internal move/copy is used for drag and drop file operations now (except folders)
 - o Added new Read Image Headers option : "Only on non-floppy and non-CDROM disks"
 - o Numeric keypad +/- now expand/collapse items in Folder tree
 - o The current parent folder name is shown in the title bar of the Browser
 - o Added keyboard shortcuts to help menu
 - o Rearranged Browser File List context menu
 - o Reversed the meaning of Ctrl and Shift when applied to Delete command to better
 - o Limited WMF bitmap size to prevent use of too much memory when displaying WMF files of large dimensions
 - o Added support for IFF-HAM, IFF-HAM8 and IFF-EHB
 - o Added support for TIFF-CMYK, PSD-CMYK and JPEG Adobe CMYK
 - o Prevented selection of next item in list if a multiple move operation was just completed and all files were successfully moved. Instead, the next item just receives the focus.
 - o The setting of the "Hide non-image files" option is no longer automatically saved on exit
 - o Preview/Next Page commands added to Viewer toolbar when a multi-page image is viewed
- !! several problems displaying animated GIF images
- !! Visible glitch in split bars after adjusting
- !! ACDSee would hang when decoding truncated IFF images
- !! Viewer title bar did not update after a rename or after a Remove All command
- !! Auto-refresh into sorted position was not working correctly
- !! Browser did not always detect file description changes made in the Viewer
- !! Sort mechanism was ignoring '-' and '' characters
- !! "Browse with ACDSee" shell command appeared in non-file folders such as Recycle Bin and My Computer
- !! Color component alignment problem with non-interleaved PCX images
- !! Various auto-refresh bugs
- !! Double-update flicker problem when switching images in Viewer in auto-zoom
- !! Preferred window size was saved incorrectly when flipping out of full-screen mode
- !! Preview image did not appear when set to be to the left of the File list and the Folder tree was turned off
- !! Crash when converting 24bpp images when running in 256 colors
- !! new OS/2 bitmaps were not read correctly
- !! Glitch in the rightmost 8 pixels of some 2-colour GIF images
- !! Preview in progress was unnecessarily cancelled and restarted during an auto-refresh event
- !! File being decoded in Viewer could not be renamed

- !! File list filtering was not working in Browser
- !! Subfolders were not updated when a parent folder was renamed in the Folder tree
- !! GIF dimensions were not interpreted correctly for some images
- !! Various glitches with randomized slide shows
- !! Fixed a bug displaying interlaced GIF images with only 2 rows
- !! Fixed bug that made Rename button on MCReplace dialog skip file if user had skipped a previous image in the same move/copy operation
- !! Fixed bug that refreshed the File list unnecessarily when deleting a file with auto-refresh, read image headers and save image info in description options on
- !! Fixed problem with wallpaper not being updated in WinNT 4.0 and Memphis
- !! Fixed problem reading PSD subtypes BITMAP and LAB, and those with extra channels
- !! Fixed problem reading IFF images with masking==mskHasTransparentColor
- !! Fixed problem handling short (8.3) filenames passed via DDE or on command-line when the "View All" option was turned on

Version 2.1 – May 1997

- + Support for Electronic Arts/Amiga Interchange File Format (IFF)
- + Support for Adobe PhotoShop Documents (PSD)
- + Confirm replace dialog now shows source and destination images for comparison
- + Print Setup options
- + Added Show Next and Previous Slide show Image commands to Viewer
- + Can now be started in View mode with no images using the /v option
- + Options to show folders and non-image files in thumbnail View mode
- + Option to bypass recycle bin by default
- + Option to disable GIF animation
- + Option to allow Auto-refresh to be turned off
- + Option to automatically exit Viewer after deleting/moving the first
- + Options to disable Browser, File-Ops, Options, Options-Save, Wallpaper and Print features
- + Added middle or left+right mouse button support for toggling full-screen mode
- + Web Page command in Help menus
- + Help tips for menu items
- o "View all" option now applies to [File | Open Viewer] command
- o Improved document icons
- o The remove wallpaper command now restores the original wallpaper, if any
- o Changed thumbnail code to use DIBs when possible
- o Changed left mouse button double click in Viewer to switch to Browse mode
- o Changed progress indicator in Browser so it doesn't cover up the status bar information
- o Re-optimized updating of File List when files are deleted/moved from Viewer
- o Enhanced refreshing of Folder tree
- o Changed to format numbers (e.g., file sizes) according to locale prefs
- o Changed Viewer to exit when the last image is moved to another folder.
- o Changed "confirm deletion" option to "don't confirm"
- o Added help button to registration dialog box
- o Modified registration-nag image counter to include thumbnail images
- o Changed non-system icon scheme to provide image type-specific icons
- o Drives in File list auto-refresh when CD-ROM is inserted or removed
- o Show Preview option in Viewer's Open dialog box is now saved and restored
- !! Fixed enabling/disabling of buttons and menu command in Viewer
- !! Fixed auto-window-size bug when the system tray was placed at the top or left hand size of the screen
- !! Fixed bug which caused the slide show to stop when a bad image was encountered
- !! Fixed bug with "phantom" ACDSee on task bar
- !! Fixed a bug which caused file descriptions with extended characters to be displayed incorrectly

- !! Fixed problem where not all thumbnails in a large folder could be created
- !! Fixed a bug which occasionally caused a crash when dragging and dropping
- !! Fixed animated GIF support to work better with images whose first frame is smaller than the entire overall animation dimensions
- !! Delayed Browser auto-refresh while in View mode until the Browser is returned to
- !! Browser's View menu items are now checked/unchecked properly
- !! Fixed bug which prevented creating shortcuts to drives
- !! Fixed a few bugs with file associations
- !! Fixed a bug which (when Folder Tree is hidden) caused some drives not to appear in the File list sometimes
- !! Fixed a bug which caused a refresh after deleting a file and "cache image headers" option is on
- !! Hidden folders are no longer shown in the Folder tree if the "show hidden files" is not turned on
- !! Fixed bug which could cause the entire registry to be deleted if removing file associations from the options dialog
- !! Fixed bug which caused a divide by zero exception when generating a thumbnail for a 1281x1 image
- !! Fixed problem with long delay when drag-moving files out of a large folder
- !! Fixed a nasty bug with "Set File Associations..." which could cause the registry to become corrupt

Version 2.0 – April 1997

- + support for animated GIF images
- + support for Windows Metafiles (.WMF)
- + Folder tree
- + shortcuts list
- + thumbnail File list View mode
- + image format conversion
- + drag and drop file management
- + automatic File list refreshing
- + integrated tabbed options dialog
- + added option to use device-dependent bitmaps
- + Open, Close and Close All commands in Viewer
- + Rename and Describe commands in Viewer
- + menu bars
- + support for Microsoft IntelliMouse
- + options to show/hide Browser toolbar, status bar, menu, etc.
- + option to show/hide Viewer menu
- + auto-zoom feature
- + auto-zoom reset option
- + option to hide mouse cursor in full-screen mode
- + option to save/restore Browse window size and position
- + Dither mode for preview image is configurable
- + option to add or replace Viewer image list with dropped files
- + option to expand auto-sized Viewer window to the right and down rather than centered
- + snap cursor to buttons feature
- + preview area can be configured to appear on the left, on the bottom, or on the right
- + different icons for each supported file type
- + "New folder" command to create new folders
- + Associated file types can be easily set within the application
- + "Show gridlines" and "Full row select" File list options
- + Windows NT 3.51 is no longer supported
- o faster image panning
- o the preview is automatically reloaded when the preview area is resized (when auto-preview option is on)
- o the File list rather than the preview window is resized when the window is resized
- o significantly faster scrolling performance with some video drivers

- o reorganized status bar information
- o increased maximum slide show delay to 1 day
- o new 256 color program icons
- !! fixed bug which caused some PCD images to be displayed topsy-turvy
- !! fixed bug which caused a crash when displaying very long file descriptions
- !! fixed bug where a new incoming image reset the Slide show sequence mode to Forward mode
- !! fixed bugs which caused some TGA images to be read incorrectly
- !! fixed colormap problem with some 256-colour PCX images

Version 1.0 – January 1997

Initial release.

ACDSee User Interface

ACDSee has three main windows:



The Browse window presents an Explorer-like interface that allows you to locate and manage images stored in your file system.

By default, this window comes up when you start ACDSee. You can open more than one Browser at a time by going to [File | New Window].



The View window allows you to view a selected sequence of images, one at a time.

This window appears when you double-click on an image in the Browser. Slide show, zoom, and some file management features are also available in this window.




The Photo Enhancer window lets you touch up your photographs, or alter them dramatically, with a wide range of easy-to-use tools.

This window comes up when you select the [Tools | Photo Enhance...] command. You can have as many Photo Enhancer windows open simultaneously as you like.

You can switch from the Browse window to the View window easily by selecting an image in the File list of the Browser and pressing <Enter>. Pressing <Enter> again returns you to the Browser. It is also possible to launch Photo Enhancer from either the Viewer or the Browser.

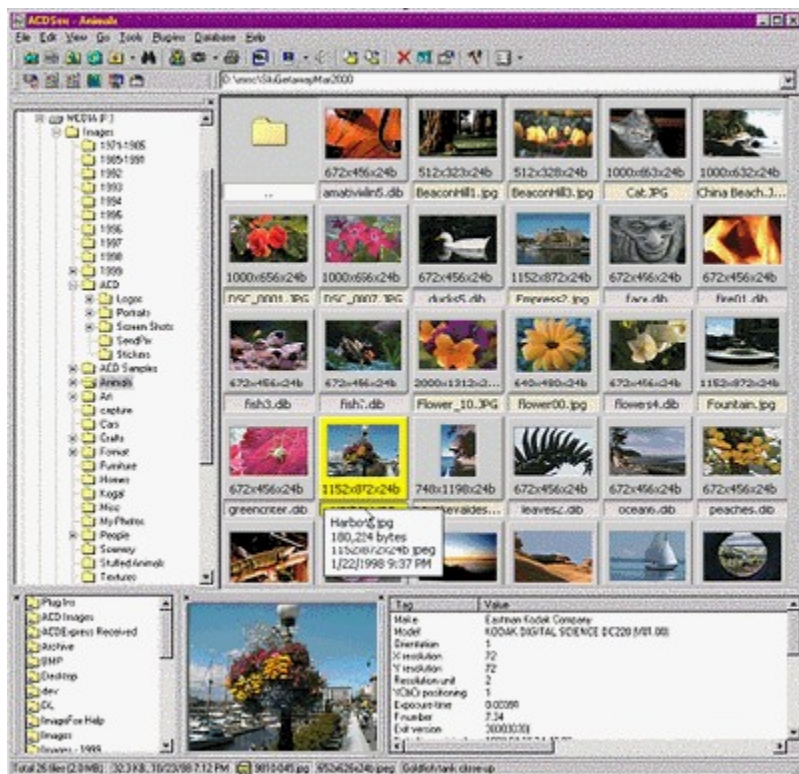
Notes:

- You can customize characteristics of ACDSee by clicking on the  button, or by invoking the [Options...] command found under the Tools menu.
- If you click on an item or area in ACDSee's window with the alternate mouse button, a context menu appears giving you quick access to relevant commands.

Browse Window


ACDSee's image Browser provides you with much of the functionality of Explorer. In addition to managing your files, you can perform commands on image files.


You can click on any area in the image below to link to a relevant topic in the help file (the same links are also listed below the image).



Toolbar	provides buttons to activate commands
Command Extensions	displays the buttons for plug-in extensions
Path box	specifies the path of the current folder
Folder tree	displays the folder hierarchy of your file system
File list	displays the files within the current folder
Favorites list	provides quick-access to files, folders and applications
Preview area	displays the currently selected image
Info pane	displays metadata for the currently selected image
Status bar	displays status information and properties for selected files

As seen above, the Browser is divided into a number of different panes. You can open or close the individual panes by going to [View | Browser Panes] and checking or unchecking the ones you prefer. A pane can be closed quickly by clicking the **x** button in the top, right-hand corner.

The Browser panes are resizable: by hovering the mouse over a frame of a pane will change to . Holding down the mouse button allows you to move the frame bar to resize the window. The surrounding windows will also be resized.

To move or tear-away the pane, click the mouse button on the pane  bar, then move the pane to a different area in the Browser – a shadow image appears to assist you. You may also tear-away a pane to a separate window by moving the pane outside the Browse window.

Notes:

- Context menus are available by clicking with the alternate mouse button in the File list, Folder tree, Favorites list, File list column header, preview area and status bar.
- You can get the Windows Shell context menu for an item or items instead of ACDSee's context menu by holding down <Shift> or <Ctrl> while pressing the alternate mouse button.

See [How to Customize the Browser Layout](#) for information on how to customize and save the layout scheme of your Browser window.

Browse Window Toolbar and Command Extensions

The shortcut toolbar, located at the top of the Browse window, consists of a number of small buttons identified by icons. The top level of buttons invoke feature commands specific to ACDSee while the lower left bar are the command extension buttons which launch the plug-ins that extend ACDSee's functionality.

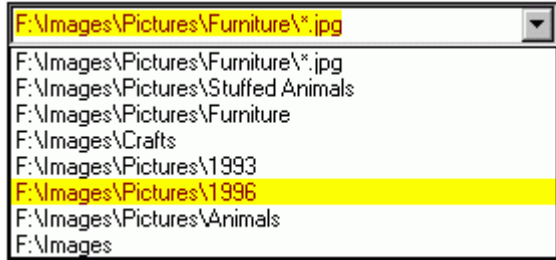


- To activate a command, click on the corresponding button with the primary mouse button.
- To get a short description of the function of each button, rest the mouse cursor over the button.
- You can show or hide the toolbar with the [View | Browser panes | Toolbar] menu command.
- A context menu will be shown when the toolbar is clicked with the alternate mouse button.

To find out about customizing the toolbar see: [How to customize toolbars](#)

Browse Window Path Box

The path box, normally located above the File list, specifies the current folder being browsed. It also has a drop-down list of recently browsed folders.



Jump to any folder and browse its contents by selecting it from the list.

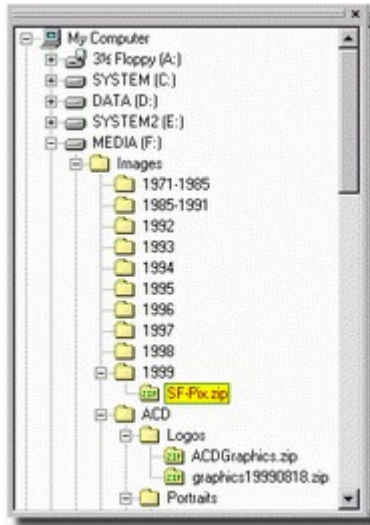
Type a different path and press <Enter> to browse the specified folder.

You can also do the following:

- Press <F4> to open or close the drop-down list.
- Press <Enter> to enter the currently selected folder.
- You can press <Esc> at any time to cancel the path selection process and return to the current path.
- A context menu will be shown when the path box is clicked with the alternate mouse button.
- You can show or hide the path box with the [View | Browser panes | Path Box] menu command.

Browse Window Folder Tree

The Folder tree, located on the left side of the Browse window, displays the folders of your file system.



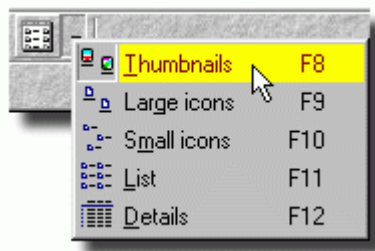
- Whenever you select a file system folder in the Folder tree, it is designated as the current folder and its contents appear in the File list to the right.
 - If a folder contains subfolders, a "+" appears next to the folder icon. You can expand the folder to show the subfolders by clicking on the [+], or by selecting the folder and pressing <Cursor Right> or <Numpad +>. A [-] will appear to an expanded folder.
 - To completely expand a folder and all of its subfolders, select the folder and press <Shift> and <Numpad *>.
 - You can collapse a folder to hide its subfolders by clicking on the [-], or by selecting the folder and pressing <Cursor Left> or <Numpad ->.
-
- You can drag and drop a folder within the Folder tree, to copy or move it to another location.
 - A context menu will be shown when you click on a folder with the alternate mouse button. If you also hold down <Shift> or <Ctrl>, the Shell's context menu will be shown.
 - You can show or hide the Folder tree with the [View | Browser panes | Folder Tree] menu command.
 - You can enable or disable the display of archives in the Folder tree using the [Tools | Options | Browser | Show archives in Folder tree] option.

Browse Window File List

The File list displays information about the files in the folder currently being browsed. There are several ways to view the files within this Browser pane.

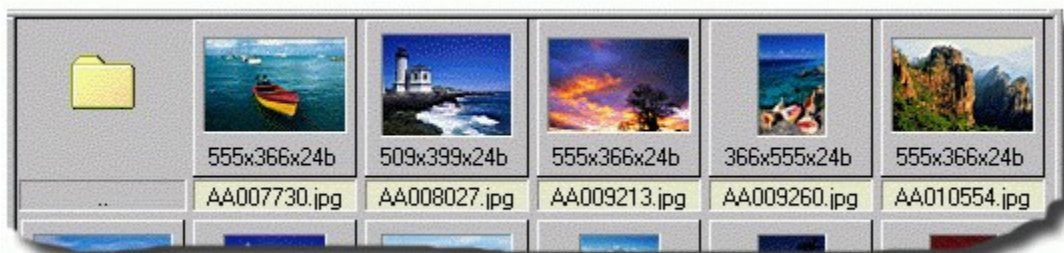
View mode

By clicking the Views button you can toggle through different File list views.



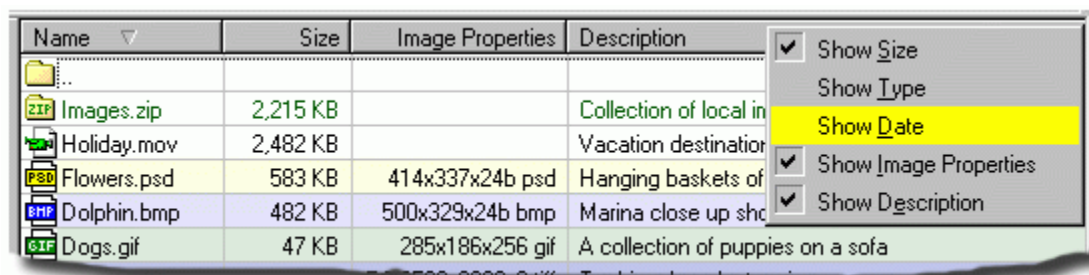
Or, as seen here, it is also possible to click on the drop down arrow to the right of the icon and select the view.

The image below shows the Thumbnail view.



Details mode columns

In Details mode, file information is presented in report format, with each file occupying one row. Image files currently associated with ACDSee are displayed in a color coded format with the associated image icon.



Showing/hiding columns

You can click with the alternate mouse button in the column headers area at the top of the File list to bring up a context menu that allows you to make each column visible or invisible. The name column is always visible. Or, from the main menu, select [View | Show Columns] from the menu, and then the column you wish to show or hide. Using the keyboard, you can press any of the keys <1> through <6> on the numeric keypad (you must have <Num Lock> turned on) while holding down <Ctrl> to toggle the display of the size, type, date, image dimensions and description columns, respectively.

Changing column order

Click on the column's header with the primary mouse button, and drag it into the desired position. A colored vertical line identifies the position where the column will be inserted. Column settings are automatically preserved between sessions.

Sorting

You can change the way items in the File list are arranged as follows:

Column headers

In Details view mode, you can sort file by a particular column by clicking on the corresponding header button above the File list. Clicking on the same column repeatedly will alternate between forward and reverse sorting. An up arrow (forward sort) or down arrow (reverse sort) will appear next to the column currently being sorted upon.

Menu

Select the desired sort method from the [View | Arrange Icons] menu.

Context menu

You can click with the alternate mouse button on the background of the File list to bring up a context menu. From here, select the desired sort method from the [Arrange Icons] sub-menu.

Shortcut Keys

You can press any of the keys <0> through <6> on the numeric keypad (you must have <Num Lock> turned on) to sort by file extension, name, size, type, date, image dimensions or description, respectively. Press <Num -> and <Num +> to set the sort direction.

The method of sorting is preserved across sessions and remains in effect until it is explicitly changed.

Selecting files

Click on a file it with the primary mouse button to select it, or move the focus to the item using the arrow keys. To select additional files, hold down <Ctrl> and click another file. Alternatively, with the <Ctrl> held down, move the focus to a file using the arrow keys and press <Space> to select/deselect it.

To highlight a range of files, select the first item and then click the last item in the range while holding down <Shift> key. To select all files, use the [Edit | Select all] files menu command.

Options

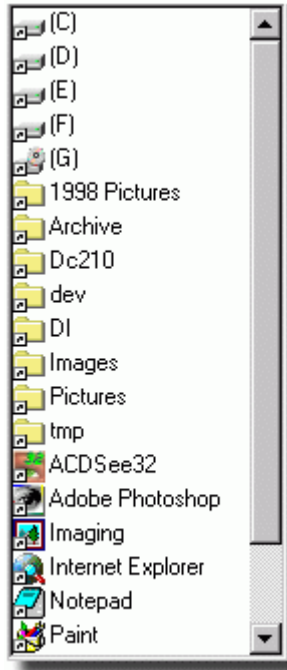
You can set File list options by selecting [Tools | Options] from the menu and clicking on the File List tab.

Context menu

- A context menu will be shown when you click on an item in the File list with the alternate mouse button. You can display a context menu for several items by selecting them and clicking on one with the alternate mouse button.
- If you also hold down <Shift> or <Ctrl> when clicking with the alternate mouse button, the Shell's context menu (similar to that available with Windows Explorer) will be shown.
- A different context menu appears if you click on the background of the File list instead of an item.

Browse Window Favorites List

The Favorites list, which can appear at the bottom of the Browse window, displays a list of shortcuts to items you wish to access frequently. You can show or hide the favorites list with the [View | Browser panes | Favorites] menu command.



You can create shortcuts to several types of objects:

Folders and archives

You can use folder and archive shortcuts in order to quickly:

- move or copy files into the target folder (not supported in archives)
- browse the target folder
- slide show images within the target folder
- search the target folder for images

Applications

You can use application shortcuts in order to quickly:

- start the target application
- open file(s) using the target application

Files

You can use file shortcuts in order to quickly:

- open the target file with the default associated application

Adding items to the favorites list

- 1 Find the item(s) you want to add in the File List, Folder Tree, or Explorer.
- 2 Click on the item with the alternate mouse button and select "Add to favorites" from the context menu, or drag the item(s) and drop onto an empty area of the Favorites list.

Opening an item in the favorites list

- Double-click on the item.
- Or, click on the item with the alternate mouse button and select Browse or Open from the context menu.

Dropping files onto items in the favorites list

- 1 Select the file(s).
- 2 Using the alternate mouse button, drag them into the Favorites list and drop them on the desired target (must be a non-image target).
- 3 Select [Move], [Copy], or [Create Shortcuts Here] from the context menu.

You can also drag the file onto an item using the primary mouse button. This will move the file to the target destination. In order to copy the file hold down the <Ctrl> button during the drag and drop. To create a shortcut hold down <Ctrl> and <Shift> at the same time. During these operations the mouse cursor will change shape.

Renaming and Deleting favorite items

- 1 Select the item.
- 2 Press <F2> to rename or <Delete> to delete.
- 3 Or, click on the item with the alternate mouse button and select Rename or Delete from the context menu.

- A context menu will be shown when you click on a folder with the alternate mouse button. If you also hold down <Shift> or <Ctrl>, the Shell's context menu will be shown.
- You can specify the view style of the favorites list using the [View | Favorites list] menu, or by clicking on the background of the Favorites list with the alternate mouse button to get a context menu.

Browse Window Preview Pane

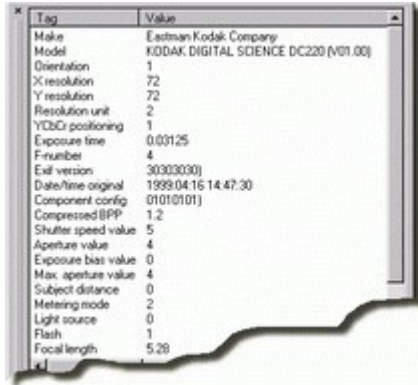
When this pane is visible, a preview of the currently selected image can be shown.



- You can adjust the relative amount of room available to the preview area by dragging the splitter bars.
 - If the [Auto-preview] option is turned on, a preview of the selected image will be shown automatically. Otherwise, you must invoke the [View | Preview] command each time you want to see a preview of the selected image.
 - If you double-click on the preview, the image is shown in View mode.
-
- You can configure the position of the preview area and the size of the preview image using commands in the [View | Preview] menu. Pressing <Numpad *> will toggle the preview size between automatic and full size.
 - If you click with the alternate mouse button in the preview area or on the preview image itself, a context menu is shown.

Browse Window Image Info Pane

The Info pane displays metadata for the currently selected image. Metadata typically describes how, when, and by whom a particular set of data was collected. It also includes how the data is formatted. Metadata items are embedded in an image file (e.g., Exif files).



Tag	Value
Make	Eastman Kodak Company
Model	KODAK DIGITAL SCIENCE DC220 (V01.00)
Orientation	1
X resolution	72
Y resolution	72
Resolution unit	2
YCbCr positioning	1
Exposure time	0.03125
F-number	4
Exif version	30030300
Date/time original	1999:04:16 14:47:30
Compressed config	01010101
Compressed BPP	1,2
Shutter speed value	5
Aperture value	4
Exposure bias value	0
Max aperture value	4
Subject distance	0
Metering mode	2
Light source	0
Flash	1
Focal length	5.28

The term “metadata” is used to describe two sets of information:

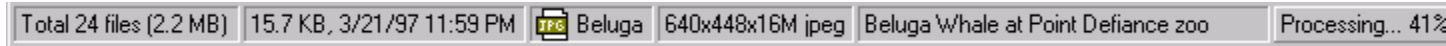
- 1 The information that is associated with a digital camera image and can be viewed in the Browser File Info pane, as seen to the left.

Note: If the digital image is modified (resized, cropped, etc) and then saved, the digital camera metadata will be removed. Digital camera metadata will not be removed if using the JPEG transform feature

- 2 Any database information that is included in the file properties of an image (description, author, notes, date, and keywords). This information is displayed only in the file properties and not in the Info pane.

Browse Window Status Bar

The status bar, located at the bottom of the Browse window, displays status information and properties for the selected file(s).



Folder summary information

Shows the total number and size of the files shown in the File list.

Selected file information

The following information is shown when a single item is selected:

File: size, date, and time of last modification.
Folder: time of last modification.

The following information is shown when more than one item is selected:

Total number and size of the selected files.

Filename and icon

The filename and small icon of the currently focused item are shown.

If the item is a shortcut, the shortcut's target path is shown.

Image properties

If the currently focused item is an image, its dimensions and format are shown as

<#pages>@<width>x<height>x<#colors> <format> e.g., 37@800x1024x2 tiff.

File description

If the currently focused item has a file description, it is shown.

Processing progress

If ACDSee is processing information in the background (reading image headers or retrieving thumbnails), the percent completion is displayed.

Notes:

- A context menu will be shown when the status bar is clicked with the alternate mouse button.
- You can stop and start background processing by double-clicking on the status bar.
- You can show or hide the status bar with the [View | Browser panes | Status Bar] menu command.

View Window





ACDSee's View window shows your images one at a time in full resolution while still giving access to most of the functionality available in Browse mode.

You can click on any area in the image below to link to a relevant topic in the help file (the same links are also listed below the image).



<u>Toolbar</u>	provides buttons to activate commands
<u>View area</u>	area where the current image is shown
<u>Status bar</u>	displays status information and properties for selected files

Navigation

- Use the  and  buttons to navigate to the previous and next images if there is more than one image in the [image sequence](#).
- You can also use the Page Up, Page Down, Home and End keys to navigate.
- If you have a mouse with a scroll wheel, you can turn the wheel to flip through the images in the list. If you use the scroll button and press <Ctrl> the zoom level will change.
- For images containing multiple pages, the first page is shown initially.
- To view other pages, use the  and  buttons. (These buttons are only visible while viewing a multi-page image). With a scroll mouse you can turn the wheel and press <Shift> to change the current page of that multi-page image.

Returning to the Browse window

There are several ways to return to the Browse window:

<Esc>	Returns to the Browse window without changing the selection or focus.
<Enter> Double-click on image [File Browse] Command	Switches to the Browse window and selects the current image, but does not change the current folder.
<Shift + Enter> <Shift> + Double-click on image	Switches to the Browse window, changes into the folder containing the current image, and selects the current image.

<Shift> + Browse Command.

See also:

[Image sequences](#)

[Zooming](#)

[Panning/scrolling](#)

[Selection](#)

[Slide show](#)

View Window Toolbar

The toolbar, located at the top of the View window below the menu bar, consists of a number of small buttons identified by icons.



- To activate a command, click on the corresponding button with the primary mouse button.
- To get a short description of the function of each button, rest the mouse cursor over the button.
- You can show or hide the toolbar bar with the [View | Toolbar] menu command.
- The toolbar is normally hidden in full-screen mode. You can toggle the toolbar on and off by pressing <T>.

View Window View Area

The View area is used to display the current image.

Scrolling

If the image is larger than the window, the mouse cursor will appear as a hand instead of an arrow. You can then scroll (pan) the image by dragging it with the primary mouse button. You can also scroll using the cursor keys (arrow keys). See also: [Panning/scrolling](#)

Selection

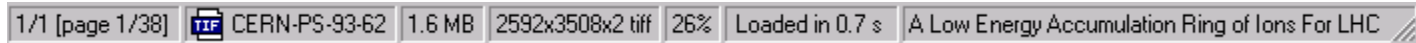
You can select an area of the image by holding down <Shift> and dragging with the primary mouse button. (If the image is not scrollable, you do not need to hold down <Shift>). You can then zoom into the selection by clicking in it with the primary mouse button. See also: [Selection](#).

Context menu

If you click in the View area with the secondary mouse button, a context menu will appear. If you hold down <Shift> and click with the secondary mouse button, the Shell context menu for the current image will be displayed.

View Window Status Bar

The status bar, located at the bottom of the View window, displays status information, image sequence information, and properties for the current image.



- You can show or hide the status bar with the [View | Status Bar] menu command.
- The status bar is normally hidden in full-screen mode. You can toggle the status bar on and off by pressing .

Image sequence information

The sequence number of the current image and the number of images in the sequence are indicated as <Img#>/<Num. Images>.

Page information

For a multi-page image, the current page and total number of pages in the image are indicated as [page<Page#>/<Num. pages>].

Filename and icon

The filename and small icon of the current image is shown.

File size

The size of the stored image file is shown.

Image properties

The dimensions and format of the current image are shown as

<width>x<height>x<#colors> <format>.

Zoom level

The current zoom level is indicated as a percentage.

When [Zoom | Lock] is active, an asterisk [*] appears to the level of the zoom level.

Decoding progress/time

- If the current image is being decoded, an expanding pop-out bar and the word “Loading...” appears to indicate the progress.
- Once the current image has completed decoding, the time it took to decode and display it appears.
- If the read-ahead image is being decoded, an expanding pop-out bar indicates its progress.

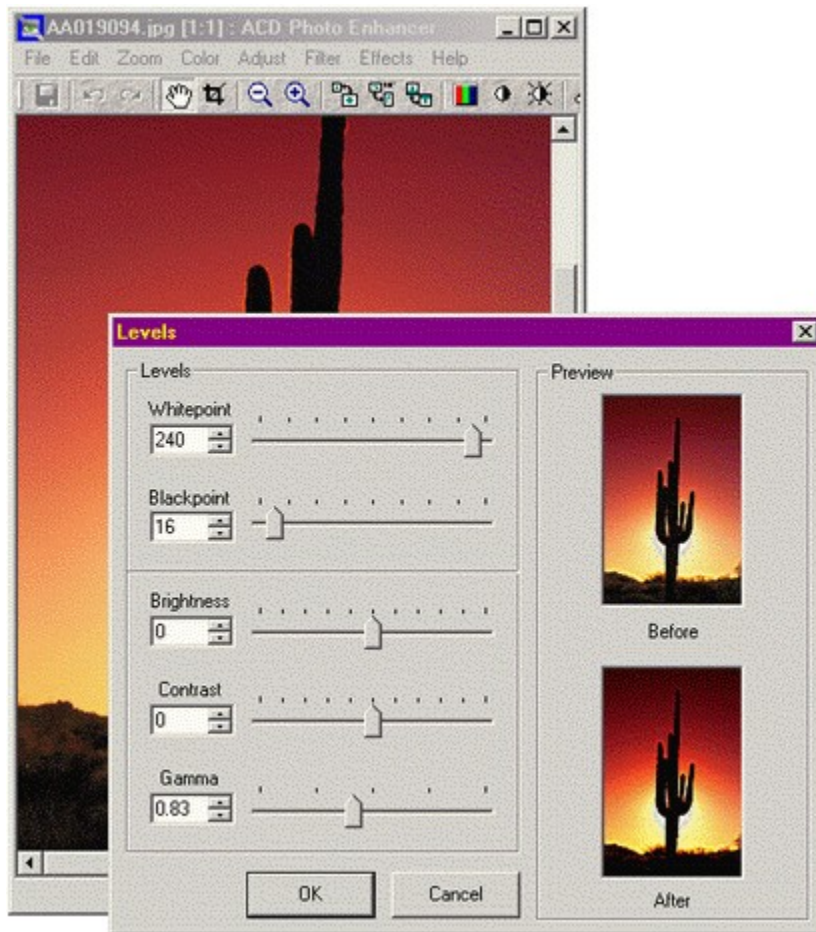
File description

If the current image has a file description, it is shown.

Photo Enhancer

ACDSee's Photo Enhancer allows you to touch up your photos with easy-to use enhancement features:

- Blur
- Sharpen
- Despeckle (remove noise)
- Sepia
- Colorize
- Negative
- Emboss
- Multiple levels of undo / redo
- Crop
- Resample (size / color depth)
- Rotate and flip
- Automatic level adjustment
- Black / white points
- Contrast / brightness
- Gamma correction
- Color balance



You can start Photo Enhancer from either the Browse window or the View window by selecting an image and then selecting [Tools | Photo Enhance...] from the menu.

Click on this link for more information on how to use [Photo Enhancer](#).

Starting the Program

Starting in Browse mode

You can start ACDSee in Browse mode by clicking on the corresponding icon on the Start Menu. You will be presented with the image Browse window where you can browse your system.

Starting in View mode

- 1 With the alternate mouse button, click the ACDSee Icon on your desktop.
- 2 On the bottom of the context menu that appears, select [Properties | Shortcut] and go to the [Target:] text box about half way down.
- 3 In this box, a path points to where ACDSee is installed.
i.e., "C:\Program Files\ACD Systems\ACDSee Full Version\ACDSee.exe"
- 4 At the end of the path, **after** the quotation mark, add a [space], then forward slash [/], and the letter [v].
i.e., "C:\Program Files\ACD Systems\ACDSee Full Version\ACDSee.exe" /v.

When you launch ACDSee it will start from the Viewer. There will be no images displayed only a blank background, but it will be possible to use the [File | Open...] command or drag and drop features to begin viewing images. You can switch to Browse mode at any time with the Browse command.

The Browse with ACDSee command

You can start ACDSee's Browser in a particular folder or archive in Explorer by clicking on the item with the alternate mouse button and selecting [Browse with ACDSee] from the context menu.

Note: If there is no [Browse with ACDSee] command in the context menu, select [Tools | File Associations...] from the menu, go to the Context Menu tab and check the [Browse with ACDSee] box.

The Print with ACDSee command

You can print an image from Explorer using ACDSee by clicking on the image file with the alternate mouse button and selecting [Print with ACDSee] from the context menu.

Note: If there is no [Print with ACDSee] command in the context menu, select [Tools | File Associations...] from the menu. Place checkmarks beside the relevant file types and then go to the Context Menu tab and check the [Print with ACDSee] shell command item.

Launching from another application

You can also start ACDSee from the Explorer by just double clicking on an image file. Certain other programs, such as Internet applications, can also run ACDSee automatically for you as you receive images. By default, a new ACDSee instance (i.e., window) is started for each image viewed. You can have all images appear in the same window by changing the [Miscellaneous | Startup files] option.

Note: If double-clicking on an image file does not bring up ACDSee, select [Tools | File Associations...] from the menu. Place checkmarks beside the relevant file types and click OK.

Command line arguments

Default behavior (no arguments)

When no command line arguments are given, ACDSee starts in Browse mode in the default folder.

Specifying images to view

You can supply one or more image files as the command line argument to ACDSee. You can even use wildcards:

e.g., `acdsee c:\images*.jpg` start ACDSee and have it view all the .JPG files in the c:\images folder.

Note: if any filename includes spaces, you **must** enclose it in quotation marks:

e.g., `acdsee "Metal Links.bmp"`

e.g., `acdsee "C:\My Pictures\Spot.psd" D:\Downloads*.jpg`

Browsing a particular folder or archive

You may specify a particular folder or archive to Browse as the command-line argument:

e.g. `acdsee c:\images\` would start the ACDSee browser in the c:\images folder.

Starting in View mode (with no images)

You can start ACDSee in View mode without an image by specifying the `/v` command line switch:

e.g. `acdsee /v`

ACDSee will ignore all other command-line arguments when the `/v` switch is present.

Printing

You can use ACDSee to print one or more images and exit by specifying the `/p` command line switch:

e.g., `acdsee /p "C:\My Pictures\Spot.psd" "D:\Downloads*.jpg"`

You can bypass the printer selection and print setup dialog boxes that normally appear by adding an exclamation mark (!) to the `/p` switch.

e.g., `acdsee /p! "Gloxina.jpg"`

Slide show

Use the `/ss` command-line switch to specify that ACDSee should start a slide show on startup.

Use the `/seq:forward`, `/seq:reverse` or `/seq:random` to specify the order of the slide show.

Include the path to the folder and the images to be used in the slide show.

e.g., `acdsee /ss /seq:random "d:\images*.jpg"`

Full-screen mode

Use the `/fullscreen` command-line switch to specify that ACDSee should start in full-screen mode.


Synchronize to folder

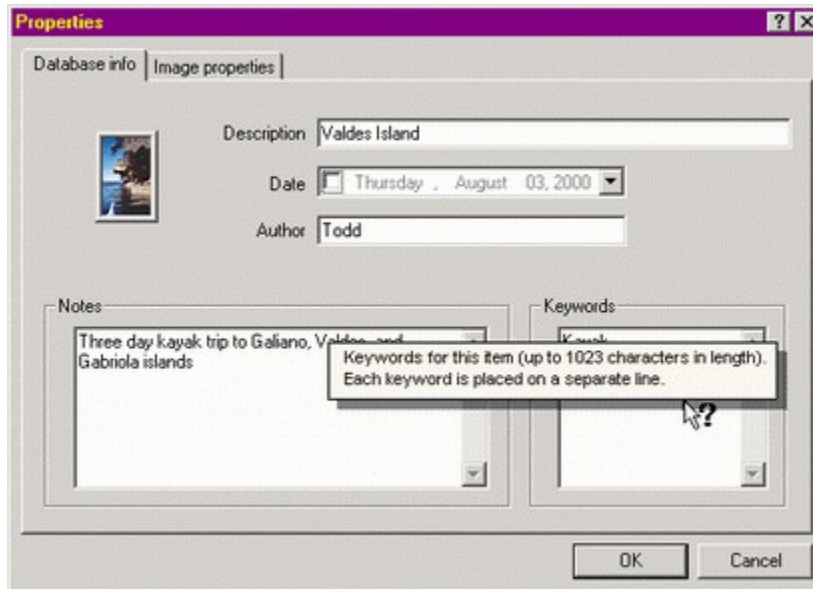
Use the `/sync <folder>` command-line switch to specify that ACDSee should synchronize to the specified folder.

Using Help Tools

After successfully installing ACDSee, it is possible to take advantage of the help tools that are offered when running the program. These include the following:

Dialog windows

Context sensitive help – What's this? Click the  button, located in the top-right corner of most of the ACDSee dialog boxes, to change your mouse to the [What's this?] cursor. Use this cursor to access brief explanations of information fields by clicking the relevant area of the dialog box, as shown here.



Alternately, you can access the same information by clicking an area with the alternate mouse button. However, this method will not work with text boxes (those that can be edited).

Mouse overs: Hovering the mouse cursor over a button will provide the button name and hovering it over a thumbnail will provide file information.

The Help file

It is possible to access this help file from any of the three windows – Browser, Viewer, or Photo Enhancer – by pressing F1 on your keyboard or going to the [Help] menu in.

This help file has tabs on the left-hand side of the window that you can use to jump to a particular page in the help file: these will be displayed in the right pane. The tabs are as follows:

The Contents tab displays pages within relevant chapter headings like a Table of Contents.

The Index tab lists keywords. Type the word or first letters of the word to locate the word in the Index. Click the Index word to bring up the relevant page in the help file.



The Search tab allows you to search for particular words and phrases in the body of the help file. You will first need to create a word database using the setup Wizard. Simply, click the Next button and choose the [Minimize database size] option, and then click the Finish button. You can now press <Enter> and if the selected word is in the help file a list of each page in which it occurs will appear in the bottom-left corner. Choose the topic page from the search list and the word will be highlighted in the help file page displayed in the right pane.

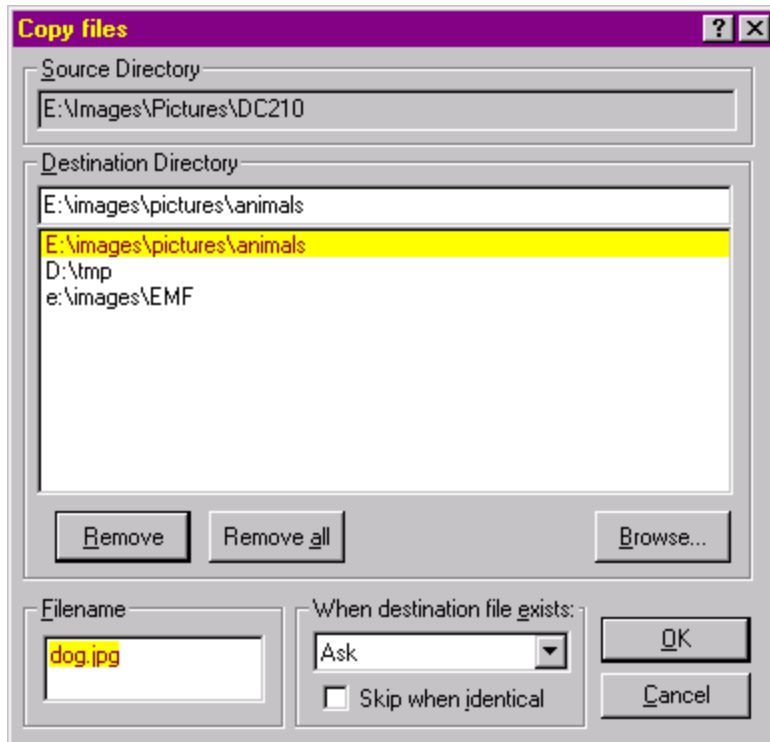
Printing: It is possible to print any page of the help file using the Print button located in the top menu bar. The browse buttons to

move through the help file in sequence are also located here.

Note: There are also separate help files for certain ACDSee plug-ins.

Copy to and Move to Commands

The [Edit | Copy To...]  and [Edit | Move To...]  commands allow you to copy or move one or more files to a different folder. Upon invoking the command, a dialog box appears allowing you to specify the target folder.



A list of the most recently used target folders is shown to allow you to quickly select a target. You can specify what to do if there is a filename collision – if a file in the target folder has the same name as one of the files being copied or moved.

If you are copying or moving a single file you can specify a different filename to use.

Cut, Copy, and Paste Files

The Copy, Cut and Paste commands can be used to copy and move files between folders.

To copy one or more files

- 1 Make the selection and then select [Edit | Copy] from the menu.
- 2 Browse to the folder where you want to place the selected file(s).
- 3 Select [Edit | Paste].

To move one or more files

- 1 Make the selection and then select [Edit | Cut] from the menu.
- 2 Browse to the folder where you want to place the selected file(s).
- 3 Select [Edit | Paste].

You can also copy, cut and paste files between ACDSee and Explorer. However, if you paste files into Explorer, the file descriptions will not be preserved.

The Filing tab of the Options dialog contains several options that determine what ACDSee does when there is a filename collision. This occurs in situations where a file in the target folder has the same name as one of the files being copied or moved.

Drag and Drop

You can select one or more items in the File list or Folder tree, and then drag and drop them somewhere else.

To copy files or folders

- 1 Make the selection.
- 2 Drag the selection with the alternate mouse button and drop it onto a folder or shortcut to folder in the File list, Folder tree or Favorites list.
- 3 Select [Copy here] from the context menu.

To move files or folders

- 1 Make the selection.
- 2 Drag the selection with the alternate mouse button and drop it onto a folder or shortcut to folder in the File list, Folder tree or Favorites list.
- 3 Select [Move here] from the context menu.

You can also drag the selection with the primary mouse button. If you drop the selection into a folder on the same disk partition the files are moved by default. If you drop the selection into a folder on a different disk partition, the files are copied. The mouse cursor will show a plus sign if the files will be copied. You can force the files to be moved by pressing <Shift>, and force them to be copied by pressing <Ctrl>.

The Filing tab of the Options dialog contains several options that determine what ACDSee does when there is a filename collision. This occurs in situations where a file in the target folder has the same name as one of the files being copied or moved.

To create shortcuts to files or folders

- 1 Make the selection.
- 2 Drag the selection with the alternate mouse button and drop it onto a folder or shortcut to folder in the File list, Folder tree or Favorites list.
- 3 Select [Create shortcut(s) here] from the context menu.

If you want to create shortcuts in the Favorites list, you can drag the files or folders using the primary mouse button and drop them onto the background of the Favorites list.

To open files with an application in the Favorites list

- 1 Make the selection.
- 2 Drag the selection with the primary mouse button and drop it onto the application shortcut.


Special drag & drop features

- When dragging an object within ACDSee, you can position the mouse near one of the borders of the target window in order to scroll in the corresponding direction. The scroll speed is proportional to the distance from the border.
- If you are dragging items into the Folder tree, you can expand or collapse the currently highlighted folder by either pressing <Space> or the other mouse button (e.g., click with the right mouse button if you are dragging with the left).

Renaming Files and Folders

You can rename files and folders in the File list, Folder tree and Favorites list.

To rename a file or folder


- 1 Select the item.
- 2 Select [Edit | Rename]  from the menu.
- 3 Enter the new name.
- 4 Press <Enter>.

You can also rename an item by selecting it, waiting a moment, and clicking on the name with the primary mouse button. However, there is a Browser option to turn off this feature.

Note: You cannot rename a drive or any file on a read-only file system such as a CD-ROM.

See also: [Rename series](#)

Deleting Files

You can delete a file, folder or shortcut by selecting it and using the [Edit | Delete]  command.

The Filing tab of the Options dialog allows you to specify whether or not to use the recycle bin when deleting files, and whether or not to ask for confirmation before deleting.

You can bypass confirmation by holding down <Ctrl> when invoking the Delete command.

You can bypass the recycle bin by holding down <Shift> when invoking the Delete command.

Describing Files

You can attach file descriptions to files and folders. File descriptions are used by a few other application programs (such as JPSoft's 4DOS/4NT) but are not supported directly by Windows. The file descriptions are stored in a hidden file called "description". There is one such file for each folder. If you copy, move or rename files using ACDSee, the file descriptions remain attached to the files.

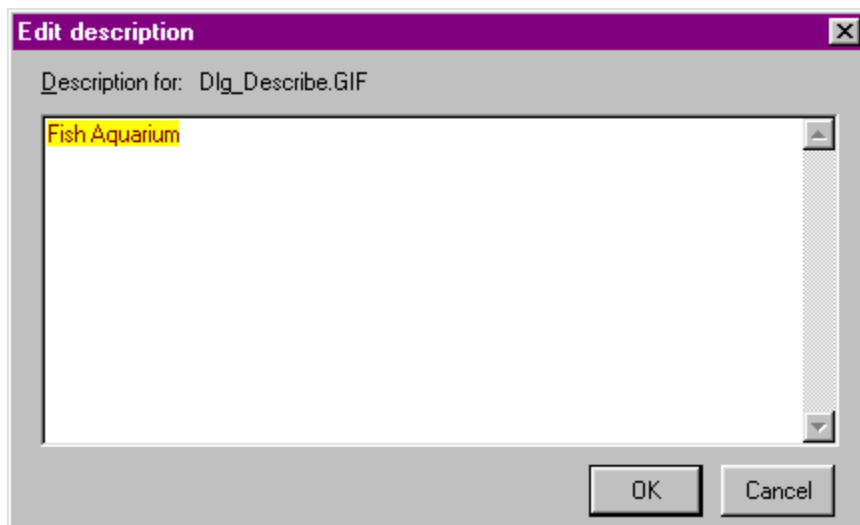
To copy images and their corresponding descriptions to recordable cd writers it is necessary to ensure that the [Tools | Options... | File List | Show hidden files] option is checked on. It will now be possible to view the Descript.ion file in the File list (if using the Thumbnail view, the [Tools | Options... | Thumbnails | All files (not just images)] option must be checked on). From here you can drag and drop images and the description file to the target location.

Important: Copying, moving or renaming files using other programs, such as Explorer or the MS-DOS command prompt, will cause file descriptions to be lost!

- Each file description can be up to 3800 characters long.
- Carriage returns and line feeds are not allowed in file descriptions.
- The file description for the currently selected file appears in the rightmost pane of the status bar.
- In Browse mode, file descriptions also appear in the rightmost column in Detail view and can be used to sort the files.
- Using ACDSee's [Tools | Find Images...] command, you can search through your file descriptions for matching words and phrases in order to locate images.

To set/change a file description

- 1 Select the file you want to describe.
 - 2 Select [Edit | Describe...] from the menu.
 - 3 Enter the new file description.
- When the File list is in Detail view mode, you can also double-click on a file description to edit it. However, there is a Browser option to disable this feature.
 - Files that reside on read-only file systems such as CD-ROM cannot be described.



To describe a group of files using the same file description

- 1 Select the files you want to describe.
- 2 Select [Edit | Describe...] from the menu.
- 3 Check [Apply to all] at the bottom of the dialog box.

4 Enter the new file description.

Thumbnails

When browsing, you can view images as thumbnails by selecting [View | Thumbnails] from the menu.

ACDSee will generate and display a thumbnail for each of the images in the current folder. You can set the size of the thumbnail using preferences on the Thumbnails options page.

Thumbnail caching

Because thumbnail generation can be a time-consuming process, ACDSee provides a thumbnail caching feature. Whenever a thumbnail is generated for a source image, it is saved in a central database file. The next time ACDSee requires the thumbnail for that image, it can read the thumbnail directly from the database file rather than decoding the source image again. This greatly enhances the speed at which ACDSee gathers thumbnails.

You can optionally compress the thumbnails stored in the cache by going to [Tools | Options | Miscellaneous]. This will save disk space, but will often require more time to read the thumbnails back in. In addition, if you choose a compression option other than [None] or [Lossless], the thumbnails' quality will be noticeably degraded. By default, ACDSee stores thumbnails with no compression.

If you modify an image whose thumbnail is cached, ACDSee will automatically detect the change and regenerate the thumbnail the next time it is displayed.

ACDSee also caches thumbnails for image files on read-only and removable disks. ACDSee uses the volume label of a removable disk to identify it. Therefore, you can have several disks of images, possibly with the same names, and ACDSee will be able to correctly cache the images on each disk without conflict.

When you delete image files with ACDSee, the corresponding thumbnails are removed from the database to reclaim the space used. However, if you delete, move or rename image files with Explorer, the thumbnails are not removed and space is wasted. To alleviate this problem and keep your database working efficiently, you can use the [Database | Maintenance...] command to defragment and optimize the database file.

Rebuild thumbnails

There are situations that may develop where your image will be out of sync with the thumbnail image that is displayed in the File list. When this occurs, you can select the thumbnails and then use the [Database | Rebuild Thumbnails] command. This method is a selective thumbnail rebuild in contrast to deleting the cached folder or directory in the database maintenance procedure.

See also: How to Optimize the Database

Image Sequences

Image sequences are an excellent way to view a selection of images and are particularly useful when creating a presentation of images with the Slide show feature. An image sequence specifically refers to the order that images are available for viewing. The sequence can be re-ordered from the View window (images can be removed or added) and then saved as a text file.

When multiple images are opened, the Viewer displays them one at a time. The image sequence can be seen at the bottom left corner of the View window status bar. For example, when 16 images are selected and opened the file number at the bottom will read “1/16” meaning the first image of 16 is being displayed. It is possible to view these images using the [View | Image | Next], [View | Image | Previous] commands.

Creating an image sequence

By default, all images within a folder are viewed when you double-click a single image in the Browser File list. This option can be changed by deselecting the [Tools | Options | Viewer | View all images in folder].

It is possible to select more than one image by holding down <Ctrl> while clicking on other files. To highlight a range of files, select the first item and then click the last item in the range while holding down the <Shift> key. To select all of the files, use the [Edit | Select All Files] menu command. When you select more than one image from the Browser File list and press <Enter> or go to [File | Open], you have created an image sequence.

Adding images to the sequence

You can add additional images from a variety of locations into the sequence by any of the following methods:

- [File | Open...] command.
- Copy files to the clipboard in Explorer and paste them into ACDSee using the [Edit | Paste files] command.
- Drag image files from Explorer and drop them into the View area; the [Dropped Files] option on the Miscellaneous page should be set to [Add images to list].
- Double-click on an image in Explorer – the [Startup Files] option on the Miscellaneous page should be set to [Add images to list].

Removing images from the sequence

You can remove an image from the sequence by any of the following methods:

- The [File | Close] command will remove the current image from the sequence.
- The [File | Close All] command will empty the sequence completely.
- The [Edit | Cut file] will copy the current image file to the clipboard and remove it from the list.

Note: If images are removed or deleted, then the image sequence will be displayed but the missing image will not appear (a blank background is displayed).

Rearranging images in the sequence

You can change the position of an image in the sequence as follows:

- 1 Use the [Edit | Cut File] command to remove the image file and copy it to the clipboard.
- 2 Use the [Edit | Paste] command to insert the image where you want it.

Image Sequence Files

The image sequence files that you can generate allow you to re-open the sequence on another occasion to see the images again. Begin by creating an image sequence as described on the previous page ([Image Sequences](#)).

Saving the image sequence to a file

You can save the current image sequence to a file using the [File | Save sequence as...] command.

Recalling an image sequence from a file

From the Viewer, you can read the images stored in an image sequence (.AIS) file using the [File | Open...] command. You will need to change the [Files of type:] selection to [Image sequences] or [All image files]. You can also open an image sequence by double-clicking on the file in Explorer or ACDSee's Browser, dragging and dropping the .AIS file into the View area, or copying it to the clipboard and pasting it in.

Note: When opening the image sequence from the Browser and then returning to Browse mode afterwards (by pressing <Enter> for example, ACDSee will browse the folder where the .AIS file resides. In order to browse the folder containing the image, hold down <Shift> while either double-clicking or pressing <Enter>. The image(s) will be highlighted.

Editing an image sequence file

An image sequence file is simply a text file containing the paths of the images in the sequence. Each line of the text file contains the path of one image. From the Browser, you can select the file and edit it with Notepad by selecting the [Tools | Shell | Edit] command, or by dragging the file onto a Notepad window.

Creating an empty image sequence file

You can create a new, empty image sequence file in Explorer by clicking on the background area with the alternate mouse button and selecting [New | ACDSee Image Sequence] from the context menu.

Zoom


By default, an image is shown at its normal size. You can change the size using zoom commands.

Changing the zoom level

Zoom in  and Zoom out



shortcut buttons are available in the Viewer toolbar.

- Zoom in will enlarge the image. This action can also be performed with the [Zoom | More] command.
- Zoom out (or the [Zoom | Less] command) will reduce the image.
- The [Zoom | Actual size]  command will return the image to normal size.
- The [Zoom | Best fit] command will automatically size the image to fit the window or screen.

Zoom selection

You can select a rectangular region of the image by clicking and dragging with the primary mouse button. If the image is larger than the View area, you must hold down <Shift> to make a selection. Clicking inside the selection with the primary mouse button will zoom the image so that the selection takes up the entire available View area. The selected region is then deselected.

Zoom locking

Normally, the zoom level is returned to the default level each time an image is viewed. However, you can lock the zoom level using the [Zoom | Lock] command so that the zoom level does not change when viewing subsequent images.

Auto zoom/shrink

The [Auto-shrink to fit] and [Auto-zoom to fit] commands specify that ACDSee should automatically shrink or enlarge each image to fit the window or screen when it is displayed.

- If the [Tools | Options | Viewer | Change window size to fit image] option is active, images are shrunk or enlarged to fit the screen. Otherwise, images are shrunk or enlarged to fit the window.
- If [Auto-shrink to fit] alone is active, then large images are reduced but small images are not enlarged.
- Conversely, if [Auto-zoom to fit] alone is active, small images are enlarged but images are never shown below normal size.

Panning / Scrolling

If an image is larger in one or both dimensions than the View area, it can be scrolled to see different areas of the image. When this is the case, the mouse cursor will change to a hand shape.

Using the mouse

You can pan using the mouse by dragging the image with the primary mouse button held down.

Using the keyboard

The cursor keys (arrow keys) can be used to scroll in the respective directions. Hold down <Shift> to decrease scroll speed and <Ctrl> to increase scroll speed.

Selection

You can select a rectangular portion of the image by holding down <Shift> and dragging with the primary mouse button down to define the selection. The current selection is indicated by a dotted outline around the region.

- If the image is not scrollable, you do not need to hold down <Shift> to make a selection.
- While defining a selection, you can cancel by pressing <Esc>.
- To deselect the current selection, click with the primary mouse button outside the selected region, or use the [Edit | Select none] menu command.

Once you have made a selection, you can:

- zoom the selected region by clicking inside the region with the primary mouse button.
- print the selected region.
- copy the selected region to the clipboard.
- set the selected region as desktop wallpaper.

Slide Show

ACDSee can show a sequence of images as a slide show, each image being shown for some predetermined time before going on to the next.

Starting a slide show from Browse mode

You can run a slide show directly from the Browser.

- 1 Begin by selecting one folder or archive in the Folder tree, or one or more folders in the File list.
You can also select a group of images (an image sequence) in the File list. This can be done by holding down <Ctrl> while clicking on other files. To highlight a range of files, select the first item and then click the last item in the range while holding down the <Shift> key.
- 2 Next, choose either [Tools | Slide Show] or [Tools | Slide Show Recursive]. Slide show commands are also available in context menus for folders in the Folder tree, File list and Favorites list.

To include images in subfolders use the [Slide Show recursive] command. These commands are also available from the context menus for folders in the Folder tree, File list and Favorites list (i.e., select the item with the alternate mouse button).

Slide show Browser commands

The [Tools | Slide Show] command functions in a number of ways.

- When a folder(s) is selected, the slide show displays all the images in that folder(s).
- If more than one image is selected, then only these images are shown.
- If there is only one image selected, or no images selected, then all images in the current folder are shown.

The [Slide Show Recursive] command behaves similarly, but this command searches all subfolders as well as the selected folder. These Slide show commands are also available from the context menus for folders in the Folder tree, File list and Favorites list.


Note: Hidden files and folders are included in the slide show only if the [Tools | Options... | File List | Show hidden files] option is enabled.



View all option

Checking the [Tools | Options... | Viewer | View all images in folder] option adds all the images in the folder containing the current image. (This option is turned on by default.)

Starting a slide show from View mode

Begin by ensuring that there is more than one image in the current image sequence as directed above in step 1.

When the images are opened in the Viewer, click the Slide show shortcut button  to start a slide show or use the [Tools | Slide show | Run] command. Invoking the command again will stop the slide show.

The slide show will automatically stop when you use the [Previous]  and [Next]  commands, or when you minimize the View window.

You can specify the slide show delay, order and other options in the [Slide Show] page of the Options dialog.

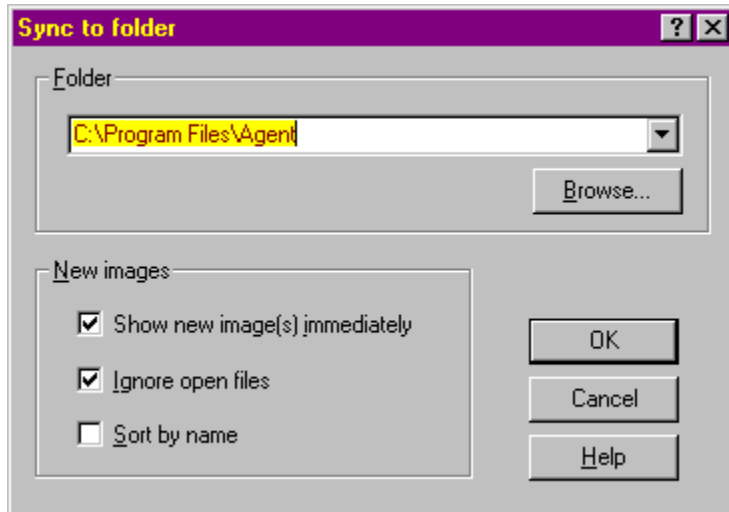
See also: [How to run a slide show](#) to find out about Slide show features
[Image Sequences](#)
and [Sync To Folder](#) to find out about synchronizing new images.

Sync to Folder

The [Tools | Sync To Folder...] command, available only from View mode, will synchronize the image sequence with the contents of a folder. Initially, all images in the folder will be entered in the image sequence. Then, as image files are added or removed from the folder, they are automatically added or removed from the image sequence, respectively.

Example uses:

- If you sync to the attachments folder of your newsreader, ACDSee will automatically display images as they are decoded.
- Used in conjunction with the [Slide show](#) feature, ACDSee can display a looped slide show whose content can change over time, simply by adding and removing images from the designated folder.



Use the [Show new image(s) immediately] option when you want to view new images as soon as they appear in the folder. Otherwise, new images will be added to the end of the image sequence but the currently viewed image will not change.

Use the [Ignore open files] option to avoid adding a new file to the current image sequence until the other application (e.g., newsreader) has completed transferring the file.

Use the [Sort by name] option to keep the File list sorted by filename.

Note: You can have ACDSee synchronize to a folder on startup by using the `/sync` [command line switch](#).


Photo Enhancer



ACDSee's Photo Enhancer allows you to touch up your photos with easy-to use enhancement features.

You can start Photo Enhancer from either the Browse window or the View window.


Begin by selecting an image in the Browser File list.

Next, click on the shortcut button  or use the [Tools | Photo Enhance...] command.

Digital image enhancement allows for the customization of an image including the ability to correcting for flaws in the image such as scratches, dust or poor lighting conditions. Enhancement features include:

- Cropping, resizing, or rotating images
- Adjusting color levels
- Applying filters
- Image effects

Notes:

- With many of the photo enhancement features, ACDSee provides a thumbnail preview of the image both before and after the enhancement feature is made (as seen in the image above).
- When making an unwanted change it is possible to undo it by selecting [Edit | Undo]. To redo the change select [Edit | Redo]. Or simply use the shortcut buttons that are available: Undo  and Redo



- Saving the image will result in overwriting the original image unless invoking the [File | Save as...] command and choosing a different name for the image.
- In order to apply color adjustments (found under the [Adjust] menu) and image filters (found under the [Filter] menu) to an image, the image must be set to Truecolor (24 bpp). It is possible, however, to adjust levels [Adjust | Levels...] and auto levels [Adjust | Auto Levels] with 256 grays (8bpp) images.
- You can check the color setting by going to the Color menu. By changing the setting to Truecolor you will be able to adjust the color and apply filters. Regardless of the color setting, all image effects are available for use (Sepia, Colorize, Negative, and Emboss).


Cropping, Resizing, and Rotating


Cropping, Resizing and Rotating tools are helpful when needing to touch up photos and images – especially after downloading photos from your digital camera or when scanning.

Note: when saving the new enhanced image, you need to save it under a new name or you will overwrite the original image file.

Cropping:


Cropping involves reducing the visible area of an image. When you crop an image you frame the area that you want, crop it, and the resulting image consists only of the area within the cropping frame.

Bring up the image in Photo Enhancer by clicking the shortcut button  or by selecting the [Tools | Photo Enhance...] command. To crop an image follow these steps:

- 1 Select [Edit | Crop Tool] or click on the Crop button .
- 2 Next, select the area in the image that you want to save by clicking on the upper left section of the intended area and dragging and dropping to the bottom right.


There will now be a selected area outlined. Double click in the area, and the outer section will be cropped off.

If the area that is selected is not as desired, simply click outside the region and begin again from step 2 above.

It is possible to undo the change by pressing the Undo button  or selecting [Edit | Undo].

Resizing:

Resizing an image changes the size of a graphical object. Bring up the image in Photo Enhancer as described above.


- 1 Select [Edit | Resize...] or click on the Resize button .
- 2 Enter a new pixel width or height.

Note: when the [Maintain aspect ratio of:] option is checked on then changing one dimension will automatically change the other so as to maintain the ratio of the original image.

- 3 Press OK to accept the changes.


Rotating:

This involves turning an object by 90 or 180-degree increments around a center point. Bring up the image in Photo Enhancer as described above.

- 1 Select [Edit | Rotate...] or click on the Rotate button .
- 2 Choose one of the rotation options
- 3 Save the change or select the undo function.

Flipping:

This mirrors an image 180 degrees along the vertical or horizontal axis. To flip an image launch Photo Enhancer as described above.

- 1 Select [Edit | Flip...] or click the flip shortcut button .
- 2 Choose one of the two options.

Adjusting Color Levels

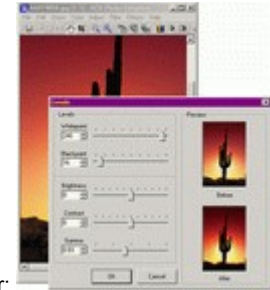
Color adjustments can be made by going to the [Adjust] menu while in Photo Enhance mode. There are corresponding shortcut buttons on the toolbar as well. The color adjustments are as follows:

Levels:

The Levels sliders let you gradually adjust the brightness, contrast, and midtones in an image. By adjusting the midtones, you can change the brightness values of the middle range of gray tones without dramatically altering the shadows and highlights.

Auto Levels:

The Auto-level function automatically adjusts the brightness, contrast and color balance of an image. There is no before and after



preview with this feature. It is possible to undo the action using the undo button in the shortcut bar:

Color Balance:

Color balance is used to adjust the colors of a full color image. Hue, saturation and lightness are all available for modification.

Note: In order to apply these color adjustments, the image must be set to Truecolor (24 bpp). You can do this by going to [Color] menu and checking the Truecolor option. It is possible to adjust levels [Adjust | Levels...] and auto levels [Adjust | Auto Levels] with 256 grays (8bpp) images.

Applying Image Filters

Image filters can be applied by going to the [Filter] menu while in Photo Enhance mode. There are corresponding shortcut buttons on the toolbar as well. The filters are as follows:

Blur:

The blur filter softens an image by averaging the pixels next to the hard edges of defined lines and shaded areas thereby smoothing the transitions. You can alter the degree of blurriness applied to the image and a before and after preview is available.

Sharpen:

The Sharpen filters focus blurry images by increasing the contrast of adjacent pixels. The amount of sharpness applied is variable and a preview is also available.

Despeckle:

Detects the edges in an image (areas where significant color changes occur) and blurs all of the selection except those edges. This blurring removes image noise (graininess, scratches, and dust) while preserving detail. Click the despeckle button to initiate this effect – there is no before and after image preview.

Note: In order to apply filters, the image must be set to Truecolor (24 bpp). You can do this by going to [Color] menu and checking the Truecolor option.

Image Effects

Image effects can be applied by going to the [Effects] menu while in Photo Enhance mode. There are corresponding shortcut buttons on the toolbar as well. Image effects are as follows:

Sepia:

Sepia is a term that is used to describe dated photos that consist of shades of reddish brown.

Colorize:

Colorize is used to create a monochrome image. Hue and saturation levels are available for adjustment and a before and after preview is available.

Negative:

The Negative command inverts an image. You might use this command to make a positive black-and-white image negative or to make a positive from a scanned black-and-white negative.

Emboss:

Makes a selection appear raised or stamped by converting its fill color to gray and tracing the edges with the original fill color. A before and after preview is used with this process.

Note: Both Sepia and Negative will make an automatic adjustment to the image without a preview.

Digital Camera Support

There are many digital cameras on the market today, and ACDSee integrates with them to acquire or browse photos and then transfer them to your system. Once you have connected a camera to your system, ACDSee makes the rest of the process easy. Simply configure the camera and you are ready to do any of the following:

Browse	Browses the contents of the camera like a file folder.
Transfer all	Moves all pictures on the camera to your computer.
Take pictures	Takes a series of pictures at specified intervals.

Camera configuration

To configure ACDSee to work with your digital camera, select [Tools | Digital Camera | Camera configuration]. Select your camera model from the list and click Properties to specify connection settings and options. After you have set the camera properties, click on OK to set the camera as the current camera.

If your camera does not appear in the list, you may be able to download a camera plug-in for it. Click the following link to see the list of available camera plug-ins:

<http://www.acdsystems.com/english/products/plugin-ins/index.htm>

Even if a plug-in for your camera is not available, you will still be able to access it using the acquire feature.

Browsing the camera

ACDSee can browse the images on the camera just like images on your hard drive. To do this, select [Tools | Digital Camera | Browse] from the menu. You can also view and start a slide show of images directly off the camera. Although, because of the limited bandwidth of the connection, it is recommended that you transfer the images to your hard drive before viewing.

Transferring images from camera

The [Tools | Digital Camera | Transfer all] command can be used to quickly transfer all images on the camera into the current folder. The images are automatically removed from the camera after transferring successfully.

Taking pictures

Use the [Tools | Digital Camera | Take pictures] command to take a single picture, or a series of pictures at regular intervals.


You can take a sequence of timed pictures by setting the [Take picture] interval to your desired setting. This can range from 1 second to 99 hours.



Each picture in the timed sequence can be given its own specific file name. The file name template allows you to specify a template to use when generating file names for pictures downloaded to your computer. You can use the following codes to generate file names:

{caption}	A unique name the user can specify. e.g., Holidays
&d	Date on which the picture was taken. e.g., 2000-07-13

&nnn	Sequence number of the picture. One digit is used for each 'n'. e.g., 001, 002, etc.
&t	Time at which the picture was taken. e.g., 17.47.42

The  button also provides you with access to the above codes.

You can specify that each picture be transferred into a folder on your hard drive after it is taken, or you can leave the pictures on the camera and transfer them later. To specify the target folder for transferring pictures, check the box [Download and remove each picture after its taken]. Only the hard drive space you have available limits the number of photos you can take and transfer to your computer.

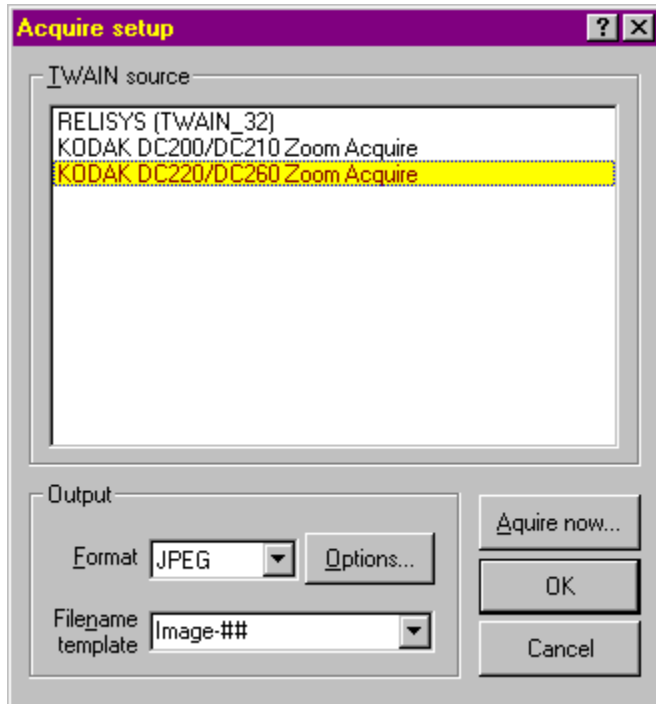
Acquiring Images

ACDSee supports the industry standard TWAIN interface for transferring images from digital image hardware. Typically this hardware is either a scanner or digital camera.

Acquire setup command

The [File | Acquire setup...] command is used to select an acquire source and customize acquire settings:

First, select the TWAIN source for your device from the list. If your device does not appear in the list, consult the manual for your device on whether a TWAIN driver is available and how to install it.



After selecting your device, you can configure the format acquire images should be saved in. JPEG format gives the smallest file size at the expense of some image quality, while BMP format preserves the quality of the image but results in larger image sizes. The TIFF format allows a range of choices for storing images, but not all applications will support all of the sub-formats.

Finally, the Filename template option allows you to specify what filename to give to the acquired images. Inserting one or more #'s in the template will cause ACDSee to replace the '#' with an automatically generated index number.


You can have ACDSee automatically display the Acquire setup dialog every time you acquire an image by turning on the [Miscellaneous | Show acquire setup before acquiring] option.

Acquire command

The [File | Acquire...] command starts the device's source manager and allows images to be transferred. Images will be placed in whatever directory was active when invoking the acquire command. You will be able to see them appear in the File list as each transfer completes.

Print Images


From Browse mode

- 1 Select one or more image files.
 - 2 Select the [File | Print...] command .
 - 3 Follow the instructions in the Print and Print Setup dialogs.
 - 4 The selected images will be printed, one per page.
- It is possible to have more than one image per page. First select more than one image. Next, in the Print Setup dialog (which appears after pressing OK in the Print window), you can select [Thumbnails] in the drop down list of the Size section. You can then make adjustments as to the size of the thumbnail images.



- Use the context sensitive popups in the Print dialogs to get more information about specific options. To do this, simply click the question mark and then click on the area within the window and a popup will appear.

From View mode

- 1 Select the [File | Print...] command , or the [File | Print all...] command.
 - 2 Follow the instructions in the Print and Print Setup dialogs.
 - 3 The current image will be printed.
- By default, the image is printed at approximately the same size as it appears on the screen. You can alter the size of the printout by adjusting the zoom level prior to printing.
 - If you want to print only part of an image, select the region prior to invoking the [Print] command.

If an image contains more than one page (for example a multi-page tiff image), you can specify in the Print dialog box which pages should be printed. When printing from Browse mode, the entire multi-page image is printed by default. When printing from View mode, however, only the current page is printed by default.

From Explorer

- 1 Click on the image file with the alternate mouse button.
- 2 Next, select [Print with ACDSee] from the context menu.


Note: If there is no [Print with ACDSee] command in the context menu, select [Tools | File Associations...] from the menu. Place checkmarks beside the relevant file types and then go to the Context Menu tab and check the [Print with ACDSee] shell command item.

Wallpaper



The Wallpaper commands allow you to set the wallpaper shown on the Windows desktop to any image. The selected image is first converted to BMP format and then saved as “ACD Wallpaper.bmp” in the Windows folder. ACDSee then changes the wallpaper settings in Control Panel to display this image.

Tiled, Centered and Restore

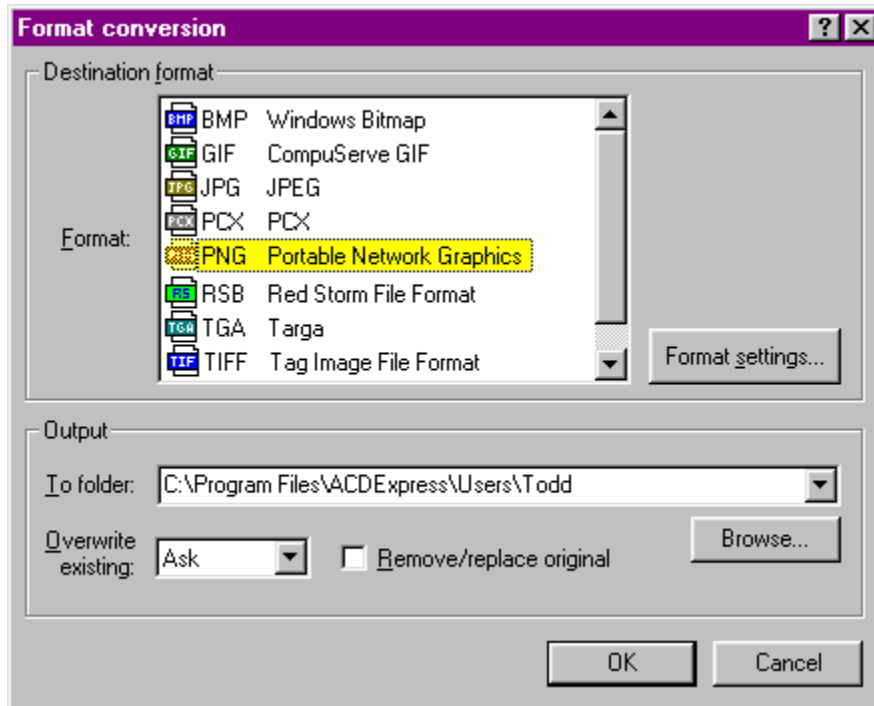
- You can press the drop down arrow next the wallpaper icon and choose between Centered, Tiled, and Restore (as seen above). Or select the corresponding command from the [Tools | Set Wallpaper] menu.
- Holding down <Shift> when you click on the wallpaper shortcut button  is another way to have the wallpaper tiled (rather than centered). Or, select the corresponding command from the [Tools | Set Wallpaper] menu.

Notes

- If the image is larger than the screen, it will be shrunk to fit.
- In View mode, you can set the desktop wallpaper to part of an image by selecting the region of interest before invoking the wallpaper command.

Convert


The [Tools | Convert...] command will convert the selected image(s) to another format. This command is only available in Browse mode; to convert an image from View mode, use the [File | Save As...] command.

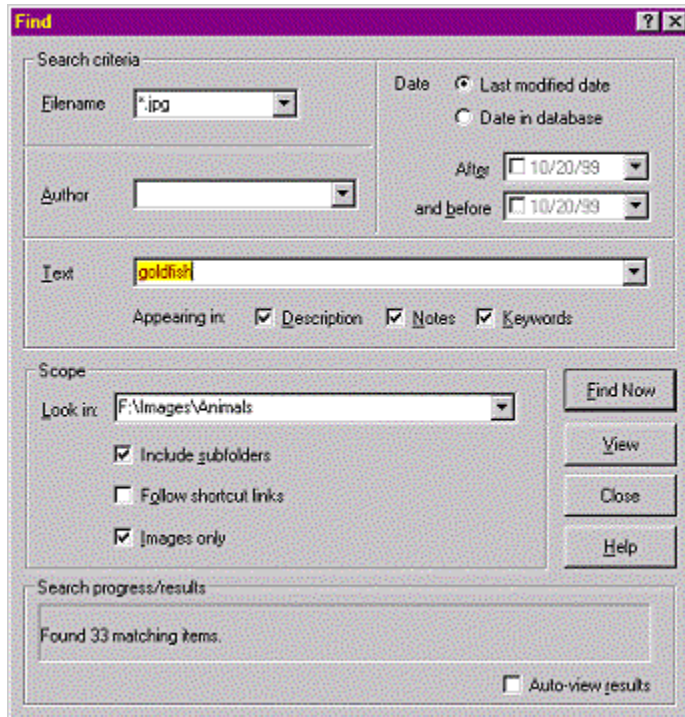


The desired output format can be selected from the list. Some formats have encoding options that can be adjusted by clicking on the Format Settings button.

The converted image is written to a file with the same name as the original but with an extension matching the selected format. Should the output file already exist, the action taken is determined by the selection made in the [Overwrite existing:] list options. If the [Remove/replace original] box is checked, the source file is deleted after a successful conversion.

Find Images

The [Tools | Find Images...] command  – accessible from the Browser – can be used to search for image files that match filename or description keywords.



Search scope

The scope of the search is limited to the selected folders, or, if no folders are selected, the current folder. The command can also be invoked from the context menu of a file folder or file folder shortcut. If a single folder is selected, the scope can be modified by typing a new path into the [Look in:] box.

The checkboxes entitled [Include subfolders] and [Follow shortcut links], allow the search to be recursive – to include subfolders as well.

Hidden files and folders are included in the search only if the [Tools | Options... | File List | Show hidden files] option is enabled.

Search criteria

Filename patterns

One or more filename patterns can be entered in the Filename box to limit the search to files with matching names. A match will occur if a filename matches **any** of the given patterns. If a pattern does not specify a file extension, any file extension will be used in the match.

Description, Notes and Keywords text

Description, Notes and Keywords or any portions of these categories can be entered in the Text box. The appropriate checkboxes must be selected below the Text box. Words are separated by spaces and phrases (quotes optional). A match will occur if the text matches any portion of the description, notes or keywords.

If you also enter both a filename pattern and description text, then an image must meet both sets of criteria in order to match.

Displaying search results

The search is started by clicking on the [Find Now] button. When the search is complete, the number of matching images found is displayed. The matching images can then be displayed in the File list of the Browser by clicking on the View button. If the [Auto-view results] option is checked, then any matches found will automatically be viewed after the search is finished.

The matching images are shown in Browse mode and can be seen in the File List section. To return to normal Browse mode functions, click on a folder in the Folder tree, or select [Go | Back], or click the Back button located in the toolbar. After doing so it is now possible to perform a new search by making another selection.

Shell Commands

Windows allows you to associate a number of actions for each file type. The default action is usually **open**, which is normally invoked when you double-click on an image in Explorer. ACDSee also supports most actions, including **open**.

To invoke a shell action

In Browse mode, click on the file with the alternate mouse button and select [Shell <action>] from the context menu. To invoke the **open** action, you can alternatively select [Tools | Shell | Open] from the main menu in either Browse or View mode. Similarly, you can select [Tools | Shell | Edit] from the menu to invoke the **edit** action.

To set or modify the Open and Edit actions

If the **open** or **edit** action is invoked, but the file selected is not defined, ACDSee displays a dialog box that allows you to select the application to handle the action. It is possible to bring up this dialog to change the application for an existing action by selecting the [Tools | Shell | Open with...] or [Tools | Shell | Edit with...] command.

You can also set these in Windows 95/98 and other actions by using the [View | Folder Options...] command of Explorer and clicking on the File Types tab. In Windows 2000 the same menu can be found using the [Tools | Folder Options...] command.

Generate File Listing

The [Tools | Generate File Listing] command allows you to get a textual listing of the contents of the current folder. You can then print, save or edit the listing.

The information included in the listing is the same information shown in Detail view mode. The sort order of the listing, the columns shown and the order of the columns matches the respective settings of the File list.

The generated File list text is saved to a file in the designated TEMP directory and opened using the default text editor (normally Notepad).

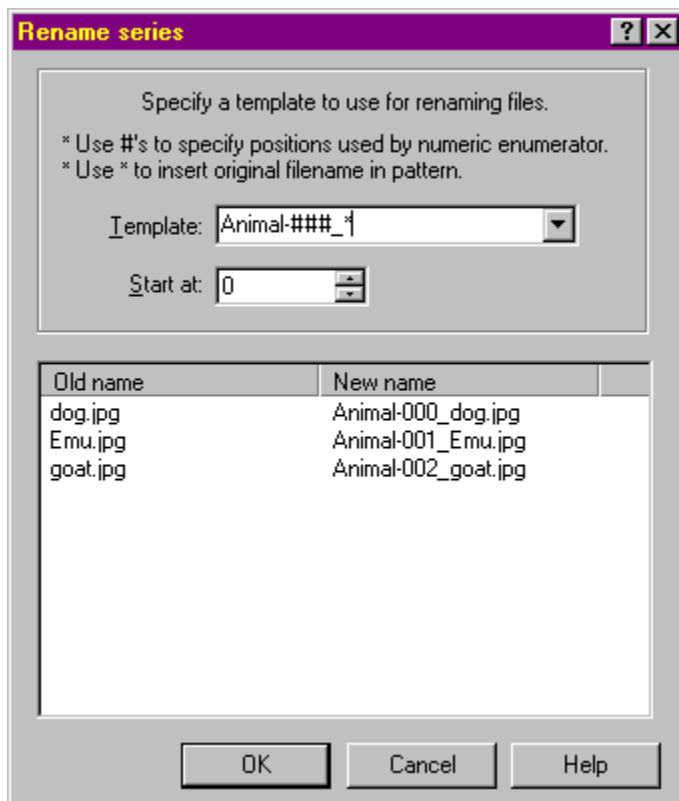
Rename Series

You can rename a group of files according to a numbered series. For example,

Original names: Dog.jpg, Emu.jpg, Goat.jpg, ...

New names: Animal-01.jpg, Animal-02.jpg, Animal-03.jpg, ...

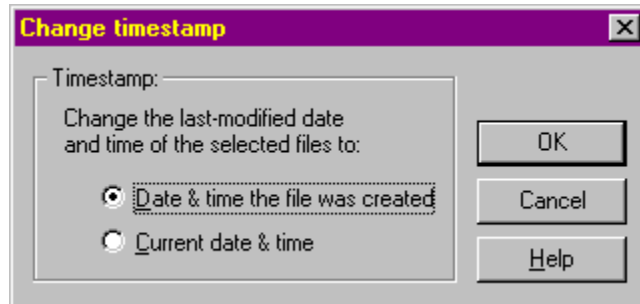
- 1 Select the files
 - 2 Select [Tools | Rename Series...] from the menu
 - 3 Enter the template in the box provided
 - 4 Specify the starting index
 - 5 A table at the bottom of the dialog box indicates the filename changes that will take place.
 - 6 Click OK
- Initially, the template and starting index are formed based on the first selected filename.
 - If you double-click on a filename in the left column, the current template and starting number will be reset based on the selected filename.



See also: [Rename Files and Folders](#)

Timestamp Command

You can change the last-modified timestamp of a file or group of files by selecting the files and invoking the [Tools | Change Timestamp...] command. You can set the last-modified timestamp either to the creation timestamp (date and time when the file was created), or to the current system time.



Plug-ins – Introduction

A plug-in is an application extension – much like a Windows DLL (Dynamic Link Library) – that allows program functionality to be added to ACDSee without changing the main application code. A plug-in can be created and distributed by ACD Systems, or it can belong to a third party company. Many plug-ins allow additional file format support, while others pertain to feature enhancement.

ACD Systems creates and distributes many of the plug-ins for ACDSee, but third-party companies can also produce plug-ins. Adding additional plug-ins is as easy as going to our website and downloading the plug-in of choice. Click on this link to go to our website now:

<http://www.acdsystems.com/english/products/plugin/index.htm>

All plug-ins obtained from ACDSee's web site are automatically placed in the appropriate directory when the downloaded file is executed (.exe). Due to ACDSee's popularity, many more plug-ins are anticipated.

ACDSee supports several types of plug-in modules.

Image decoding plug-ins

This type of plug-in allows ACDSee to decode a file format into an image that can be displayed, printed, converted, etc. A single plug-in can support several different image formats. ACDSee comes standard with plug-ins that support the most popular image formats. Additional image formats can be supported by simply adding more plug-ins.

Image encoding plug-ins

This type of plug-in allows ACDSee to encode a file format. It is used by the File conversion feature and the [Save As...] command in the View and Photo Enhancer windows. ACDSee comes standard with plug-ins that support the most popular image formats. Additional image formats can be supported by simply adding more plug-ins.

Archive handling plug-ins

This type of plug-in allows ACDSee to read the content of archive files and browse them like a normal folder. A single plug-in can support several different archive formats. ACDSee comes standard with plug-ins that support the popular ZIP and LZH archive formats. Additional archive formats can be supported by simply adding more plug-ins.

Digital camera plug-ins

This type of plug-in allows ACDSee to access a digital camera. A single plug-in can support several different cameras. The retail version of ACDSee comes standard with plug-ins that support the Kodak DC40, DC50, DC120, DC200, DC210, DC220, DC240, DC260 and DC265 digital cameras. To save bandwidth, the trial version of ACDSee does not come with any digital camera plug-ins; however, you can download the camera plug-ins from our web site (use the link at the top of the page).

Command extension plug-ins

This type of plug-in adds commands to ACDSee's [Plug-ins] menu that operates on the currently selected images. ACDSee comes standard with SendPix, plug-ins to generate thumbnails and HTML albums, and a plug-in to perform lossless JPEG transformations. Additional commands can be added by simply adding additional plug-ins.

Warning: We cannot ensure quality of plug-ins that are not certified by ACD Systems. Just like any other piece of software, in using a plug-in you are trusting that it is free from viruses and that the company that produced the plug-in is trustworthy.

See also: [Plug-in settings](#)

Plug-in Settings

You can configure plug-in settings using the [Plug-ins | Settings...] command.

The following settings can be changed:

Plug-in folder

By default, ACDSee locates plug-ins in the directory C:\Program Files\ACD\PlugIns. You can change the plug-in folder by clicking on the Browse button. The change will not take effect until you restart ACDSee.

Plug-in activation

By default, all plug-ins are enabled. You can disable a plug-in (for example, if it is causing a problem) by turning off the checkbox next to the plug-in in the list.

Plug-in Priorities

Sometimes, more than one plug-in will support a given file type. When this happens, ACDSee uses the plug-in priorities to determine which plug-in is used to handle the file. The higher-priority plug-ins are tried first, followed by the lower-priority plug-ins. You can use the "Move up" and "Move down" buttons to change the relative plug-in priorities. Plug-ins higher in the list have higher priority.

Note 1: Because Susie plug-ins do not have the features and speed of native ACD plug-ins, it is recommended that you give the Susie plug-in the lowest priority to prevent the Susie plug-in from being used instead of the ACD plug-in. Alternatively, you can disable specific Susie plug-ins that overlap ACD plug-ins in their format support.

Note 2: A plug-in that claims to handle a given file extension is always given higher priority than plug-ins that do not.

Plug-in specific settings

Some plug-ins, such as the Kodak Photo CD and Susie plug-ins, allow you to set options specific to that plug-in. To configure these options, select the plug-in from the list and click the "Properties..." button.

Description of Plug-ins

There are several plug-ins that are standard to ACDSee. Many of these are equipped with help files such as:

- HTML Album Generator,
- Create and Print a Contact Sheet, and
- the E-mail plug-in.

When each of these plug-ins are activated and their corresponding dialog appears, it is possible to press the Help button to activate the help file. SendPix and Adjust Levels plug-ins are explained here as they do not have their own help files. Click the links below:

[SendPix plug-in help](#)

[Adjust Levels plug-in help](#)

[LuraDocument and LuraWave Plug-ins](#)

SendPix Plug-in Help

SendPix is a plug-in that comes with ACDSee and lets you resample images into a web-friendly resolution. The images are stored on ACD System servers. You type in the recipient's e-mail address and include a message. The recipient is provided with a URL (Uniform/Universal Resource Locator) where they can view the album using a web browser so that there is no need for specific software. A thumbnail contact sheet of the images can be viewed quickly without downloading all the images and then some or all of the images can be saved on the recipient's computer.

To send images using SendPix:

- 1 Select the pictures you want to send.

In the Browser File list, select an image by clicking on it with the primary mouse button. To select additional files, hold down <Ctrl> while clicking on other files. To highlight a range of files, select the first item and then click the last item in the range while holding down <Shift> key. To select all files, use the [Edit | Select All Files] menu command.

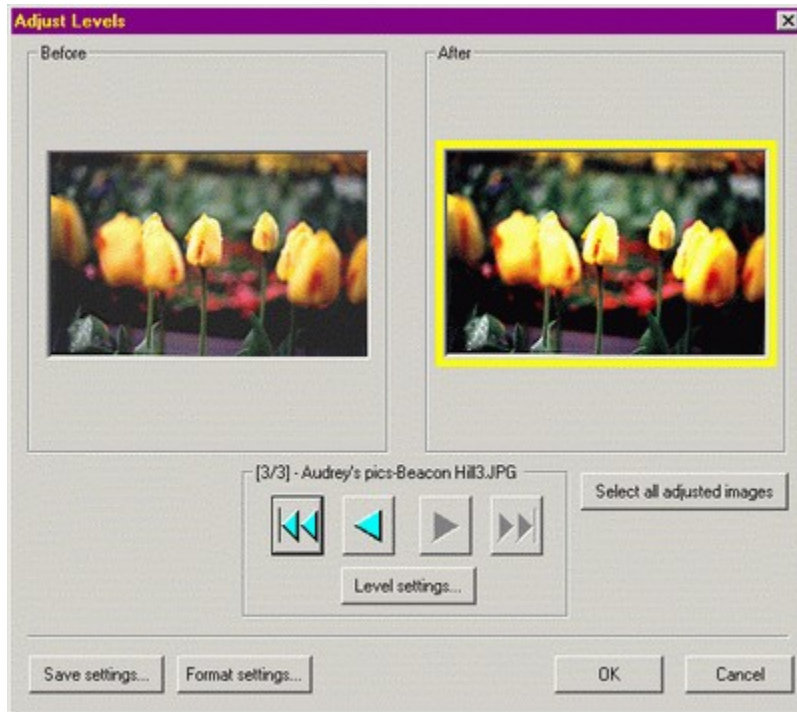


- 2 Activate the SendPix plug-in from the Plug-ins menu or toolbar.
- 3 In the dialog box that appears, enter your e-mail address in the [From:] field, the recipient's e-mail address in the [To:] field, and a message about the photos.
- 4 Click OK to confirm and the images will be transmitted to the SendPix server for delivery.

Note: SendPix will only support image files – when non-images are selected SendPix becomes disabled. With video files a thumbnail image of the file is sent but the entire file is not included. This is also true for the E-mail plug-in.

Adjust Levels Plug-in Help

The Adjust Levels plug-in allows you to adjust the brightness, contrast, gamma, and whitepoint/blackpoint settings of one or more images. Using this plug-in you will be able to select a group of images and adjust all of them as a batch.



By clicking the [Level settings...] button it is possible to adjust the brightness, contrast and other values. If you are working with jpeg images the [Format settings...] button will be available allowing you to change settings such as the compression of the image. It is important to keep in mind that changing the compression can effect the quality of the image.

LuraDocument and LuraWave Plug-ins

About LuraDocument

LuraDocument is a highly innovative software technology designed for compressing and archiving scanned colored documents that combine text and images. Users can take high-resolution color scans and make them available as highly compressed files optimized for the Internet, intranet applications and corporate networks.

LuraDocument enables users to overcome the bandwidth challenges of storing scanned documents. Prior to LuraDocument, the high resolution required to preserve the quality of images and at the same time keep text readable, created file sizes that were too unwieldy for acceptable download and transfer speeds.

LuraDocument optimizes compression by processing text and image data separately, applying best suited compression algorithms for the different data structures. LuraDocument encoder software performs an image analysis that separates the original document into text and image regions. Text regions are then compressed using a state-of-the-art bitonal compression algorithm while the image regions are compressed using LuraWave®, LuraTech's patented wavelet-based image compression technology.

LuraDocument Benefits & Features:

- Significant savings in disk and network resources through the use of highly compressed digital documents.
- Operating system independent standard file format for documents.
- Significantly higher image quality in comparison to standard compression techniques (like JPEG and Fax Group 4).
- Automatic partitioning between text and image regions, bitonal compression of text regions, color or grayscale wavelet compression of image regions.
- Storage of multipage documents in one file.
- Displays a thumbnail preview of the image.

LuraDocument is a Trial Version

This plug-in is provided as a free trial version. The plug-in has full image decoding capabilities, but limited encoding capabilities. 30 days after installation the encoding feature will be disabled and you will no longer have the ability to convert the image. To purchase the full version use the links below.

About LuraWave

LuraWave is a state-of-the-art file format that uses wavelet-based compression to reduce file sizes while achieving better image quality than conventional methods such as JPEG and TIFF. LuraWave compresses images efficiently, allowing them to be transmitted in a fraction of the time it would take to transmit it otherwise. LuraWave compression is based on wavelet algorithms-mathematical expressions that encode an image into a series of decomposed bands. Each band contains a representation of the entire image, with the various bands containing details of the image at every level, from textures to fine details. A JPEG compresses images in 8x8 blocks, resulting in blocking artifacts at high compression rates. LuraWave's wavelet technology allows for richer content and higher resolution at a fraction of the original size.

LuraWave Features

- Full spectrum of compression schemes from PURE lossless (pixel identical), to near lossless or lossy compression
- Progressive display of images
- Offers precise control over compression and decompression rates.
- Scalable image size and quality. The whole image may be reconstructed with only a fraction of the compressed data source (e.g., 1% of the data for a thumbnail version, 10%, 50%, etc. depending on display needs).
- Provides password protection option for images.

LuraWave Benefits

- Higher security against transmission interruption or disturbance: lower probability of transmission disturbances due to reduced transmission times
- Valuable money savings: less disk space required; reduced transmission costs
- User selectable compression ratio included: allows flexible control over image quality. Simply select the compression ratio that is best for your image – up to 200:1.
- Precise reconstruction of edges: no blocking effects common with JPEGs

LuraWave is a Trial Version

This plug-in is provided as a free trial version. The plug-in has full image decoding capabilities, but limited encoding capabilities. The password protection feature has been disabled and 30 days after installation the plug-in will no longer

encode images (i.e., file conversion will not be possible).

To purchase LuraWave and LuraDoc full version plug-ins:

USA orders: <https://www.acdnet.com/secure/plugins-us.html>

Canadian orders: <https://www.acdnet.com/secure/plugins-ca.html>

International orders: <https://www.acdnet.com/secure/plugins-int.html>

Browse Mode Keyboard Shortcuts

Keyboard shortcuts

<u>Key</u>	<u>Function</u>
F1	Help
F2	Rename
F3	Find
F4	Open the most recently used folders list
F5	Refresh the list of files. <i>Shift key: quick refresh.</i>
F6	Access the drop-down list of favorites
F8 - F12	Change view to Thumbnails, Large Icon, Small Icon, List or Details
Backspace	Move up one folder
DEL	Delete <i>Shift key: bypass recycle bin.</i> <i>Ctrl key: bypass confirmation.</i>
Enter	File list - View the selected files. <i><Shift> for new window.</i> Path box - Browse the specified folder Favorites list - Open the selected shortcut
Esc	Stop generating thumbnails and reading image header information In path box, return focus to List view
Shift + Esc	Minimize window
Pause	Continue generating thumbnails and reading image header information
Alt+Cursor Left	Return to previous folder
Alt+Cursor Right	Advance to next folder
Tab	Change the currently active pane
Ctrl	Hold down Ctrl key to select multiple files. Press <Space> or click with mouse to highlight individual files
Ctrl + A	Select all files <i>Shift key: select all files and folders</i>
Alt + A	Acquire images from TWAIN source
Alt + Enter	Opens the properties for the image
Alt + Shift + A	Select TWAIN source and customize acquire settings
Ctrl + C	Copy selection to clipboard <i>Shift key: copy image data to clipboard</i>
Alt + C	Copy files to another folder
Ctrl + D	Describe
Ctrl + E	Photo Enhance
Ctrl + F	Convert image to another format
Ctrl + G	Generate ASCII file listing
Ctrl + H	Toggle the display of hidden files
Ctrl + I	Toggle the display of image files only
Ctrl + K	Browse digital camera
Ctrl + L	Customize the Browser layout scheme.
Ctrl + Shift + K	Move files from digital camera
Alt + K	Take pictures with digital camera
Alt + Shift + K	Configure digital camera
Shift + L	Shell open <i>Shift key: specify application to open with</i>
Alt + M	Move files to another folder
Ctrl + O	Options
Ctrl + P	Print the selected images

Ctrl + S	Slide show of selected items
Ctrl + Shift + S	Slide show all, including subfolders
Ctrl + T	Timestamp
Ctrl + Shift + V	Preview the selected image
Ctrl + V	Paste files from the clipboard into the current folder
Ctrl + W	Set desktop wallpaper <i>Shift key: tile wallpaper</i>
Alt + W	Restore original desktop wallpaper
Ctrl + X	Cut selection to clipboard
Alt + X	Quit
Ctrl + Shift + T,B,M,D,F,Q,P,I	Toggle display of toolbar, status bar, menu bar, current folder path box, folder tree, shortcuts and preview, file info, respectively
Num 0-6	Sort by extension, name, size, type, date, image dimensions or description
Ctrl + Num 2-6	Toggle the display of size, type, date, image dimensions or description in Detail view
Num +/-	Sort in forward/reverse direction
	Folder tree: Expand/collapse selected folder
Num *	Recursively expand the selected Folder tree branch
Ctrl + Num '+'	Automatically size columns in Detail view

View Mode Keyboard and Mouse Shortcuts

Keyboard shortcuts

<u>Key</u>	<u>Function</u>
F1	Help
F2	Rename
F5	Reload
Insert	Add images to <u>image sequence</u>
DEL	Delete
	<i>Shift key: bypass recycle bin.</i>
	<i>Ctrl key: bypass confirmation.</i>
Space/Backspace	Show next/previous image in slide show sequence
Enter	Switch to the Browser and select the current image
Esc	Return to the Browser without selecting current image, or quit
Shift + Esc	Minimize window
Pause or Alt + S	Stop or resume timed slide show
Cursor keys	Scroll image
	<i>Shift key: scroll slower</i>
	<i>Ctrl key: scroll faster</i>
Page Up, Page Down, Home, End	Previous, Next, First, and Last image in image sequence, respectively.
	<i>Shift key: navigate pages within a multi-page image</i>
Ctrl + B	Use the current image as the View window background tile
Alt + C	Copy to
Ctrl + C	Copy current image (or selection) to clipboard
Ctrl + D	Describe
Ctrl + E	Photo Enhance
Ctrl + F	Toggle full-screen mode
Ctrl + J	JPEG transform
Ctrl + L	Shell open <i>Shift key: specify application to open with</i>
Alt + M	Move to
Ctrl + O	Options
P	Temporarily display full path name of image file in status bar
Ctrl + P	Print <i>Shift key: print all images</i>

Ctrl + Q	Remove current image from the image sequence
Ctrl + Shift + Q	Remove all images from the image sequence
Ctrl + S	<i>Save image. Shift key: save image sequence</i>
Alt + S or Pause	Stop or resume timed slide show
Ctrl + T	Timestamp
Ctrl + W	Set the selected image as the desktop wallpaper <i>Shift key: tile wallpaper</i>
Alt + W	Remove original desktop wallpaper
Ctrl + C	Copy current image from sequence and place in clipboard
Ctrl + X	Remove current image from sequence and place in clipboard
Ctrl + V	Pastes image from clipboard into the sequence
Alt + X	Quit
Ctrl + Z	Selection zoom
Ctrl + Shift + T,B,M	Toggle display of toolbar, status bar and menu bar, respectively
T, B, M	Temporarily toggle display of toolbar, status bar and menu bar, respectively
Num - or “←”	Zoom out
Ctrl + Num -	Toggle automatic shrink-to fit option
Ctrl + Num +	Toggle automatic enlarge-to fit option
Num + or “=”	Zoom in
Num * or *	Zoom to fit window/screen
Num / or /	Zoom 100%
Ctrl + Num /	Toggle zoom lock

Note: some commands allow the Alt key to be substituted for the Ctrl key, if you prefer to use the Alt modifier.

Mouse shortcuts

<u>Key</u>	<u>Function</u>
Left button drag	Pan image in direction of drag
<Shift> + Left button drag	Make a selection
Left button double-click	Switch to the Browser
Right button click	Context menu
Left + Right button click	Toggle full-screen mode
Middle button click	Toggle full-screen mode
Wheel click	Toggle full-screen mode
Wheel up	Show previous image in <u>image sequence</u>
Wheel down	Show next image in image sequence
<Shift> + wheel up	Show previous page of a multi-page image
<Shift> + wheel down	Show next page of a multi-page image
<Ctrl> + wheel up	Zoom in
<Ctrl> + wheel down	Zoom out

DDE Interface

ACDSee is a DDE server application. The only supported DDE command is “open,” which is used by the Windows shell to open image files using ACDSee.

Syntax

Server cmd-line:	ACDSee.exe /v
Service:	ACDSee
Topic:	System

Command: [open[-add | -noadd][-viewall | -noviewall]]("<image-file-1>", "<image-file-2>", ...)]

add option

-add Add the specified images to the current image sequence
-noadd Replace the current image sequence with the specified images
<default> Add or replace according to setting of [Miscellaneous | Startup] option.

viewall option

-viewall Add all images in the folder(s) containing the specified image(s) to the image sequence.
-noviewall Only add the specified images to the image sequence.
<default> View all according to setting of [Viewer | View all images in folder] option.

Command examples:

```
[open-add("c:\images\apple.jpg", "c:\images\quince.jpg")]  
[open-noadd-viewall("c:\images\animals\dog.jpg")]  
[open-noadd("c:\images\animals\*.jpg")]  
[open-noadd("c:\images\animals.ais")]
```

Sample

The following C sample illustrates how a client can use the "open" command with ACDSee.

```
#include <ddeml.h>  
/*****  
 * DDEView *  
 *****/  
static HDEDDATA CALLBACK DdeCallback(UINT, UINT, HCONV, HSZ, HSZ, HDEDDATA,  
                                     DWORD, DWORD)  
{  
    return (HDEDDATA)NULL;  
}  
  
int DDEView(const char* pszAppPath, // path to acdsee.exe (can just use  
                                   // "ACDSee.exe" if ACDSee is installed  
                                   // correctly)  
            const char* pszFiles,  // path to image file(s) - each file must be  
                                   // enclosed in quotes and separated by a space  
            int         fAdd,      // 0=>replace, 1=>add, -1=>according to options  
                                   // setting  
            int         fViewAll) // 0=>view all in folder, 1=>only this,  
                                   // -1=>options setting  
{  
    DWORD idDDE=0;  
    UINT err = DdeInitialize(&idDDE, (PFNCALLBACK) DdeCallback,  
                            APPCLASS_STANDARD | APPCMD_CLIENTONLY, 0);  
    if (err == DMLERR_NO_ERROR)  
    {  
        HSZ hszDDEService, hszDDETopic;
```

```

HCONV hconv;
hszDDEService = DdeCreateStringHandle(idDDE, "ACDSee", CP_WINANSI);
hszDDETopic   = DdeCreateStringHandle(idDDE, "System", CP_WINANSI);
hconv        = DdeConnect(idDDE, hszDDEService, hszDDETopic, NULL);
if (!hconv && DdeGetLastError(idDDE)==DMLERR_NO_CONV_ESTABLISHED)
{
    int rc = (int)ShellExecute(NULL, NULL, pszAppPath,
                               "/v", "", SW_SHOWDEFAULT);

    if (rc <= 32) return rc;
    // try to connect to server every 50 ms for up to 1 second
    // (give server a chance to start up)
    for (int i=0 ; i<20 && !hconv ; i++)
    {
        hconv = DdeConnect(idDDE, hszDDEService, hszDDETopic, NULL);
        if (!hconv) err = DdeGetLastError(idDDE);
        Sleep(50);
    }
}
if (hconv)
{
    char* pszCmd;
    char szVerb[80] = "open";
    if (fAdd      != -1) lstrcat(szVerb, fAdd      ? "-add"      : "-noadd");
    if (fViewAll != -1) lstrcat(szVerb, fViewAll ? "-viewall" : "-noviewall");

    pszCmd = (char*)malloc(lstrlen(szVerb) + lstrlen(pszFiles) + 5);
    // wsprintf does not work with >1024 character strings
    wsprintf(pszCmd, "[%s(", szVerb);
    lstrcat(pszCmd, pszFiles);
    lstrcat(pszCmd, ")]");
    DdeClientTransaction((BYTE*)pszCmd, lstrlen(pszCmd)+1, hconv, 0, 0,
                         XTYP_EXECUTE, TIMEOUT_ASYNC, NULL);

    err = DdeGetLastError(idDDE);
    free(pszCmd);
}
DdeFreeStringHandle(idDDE, hszDDEService);
DdeFreeStringHandle(idDDE, hszDDETopic);
DdeUninitialize(idDDE);
}
return err;
}

void main()
{
    DDEView("ACDSee.exe", "\\c:\\images\\cat.jpg", "\\c:\\images\\dog.jpg\\", 0, 0);
}

```

System Administrator Options

ACDSee allows customization of several flags that control aspects of the View mode user interface.

DisableBrowser	Prevent user from using Browse mode
DisableOpen	Prevent user from using the Open and Remove commands
DisableFileOps	Prevent user from using Copy to, Move to, Delete, Rename and Describe commands
DisableWallpaper	Prevent user from using Wallpaper commands
DisablePrint	Prevent user from using Print commands
DisableOptions	Prevent user from using Options command
DisableOptionsSave	Prevent changes made to options from being saved

ACDSee does not provide a way to change these options. The procedure outlined below changes these options directly by modifying the corresponding entries in the system registry.

- 1 Start NotePad
- 2 Copy the text below and paste it into notepad.
- 3 For each item you wish to disable, change the "00" to "01"
- 4 Save the file as *options.reg*
- 5 Open Explorer, right click on the saved *options.reg* file, and select **Merge** from the context menu.

-- cut here --

REGEDIT4

[HKEY_CURRENT_USER\Software\ACD Systems\ACDSee]

"DisableBrowser"=hex:00

"DisableOpen"=hex:00

"DisableFileOps"=hex:00

"DisableWallpaper"=hex:00

"DisablePrint"=hex:00

"DisableOptions"=hex:00

"DisableOptionsSave"=hex:00

-- cut here --

How to Run a Slide Show

The following describes various features and commands related to slide shows. To learn how to begin a slide show see: [Slide Shows](#).

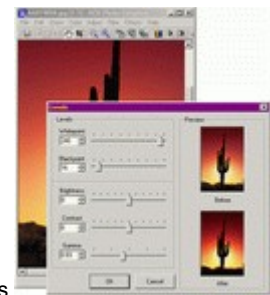
Slide Show Commands and Features

You can perform a slide show whenever more than one image is in the [image sequence](#). When an image sequence is opened in the Viewer, the window status bar indicates the number of images in the list and the sequence number of the current image.

In the status bar of the View window there is an indicator reading “ i/n ”, where n denotes the number of images in the list and i denotes the sequence number of the currently viewed image.

Starting and stopping the slide show

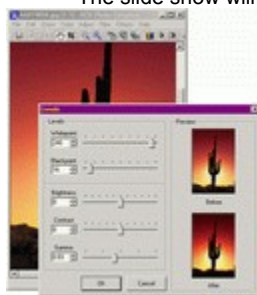
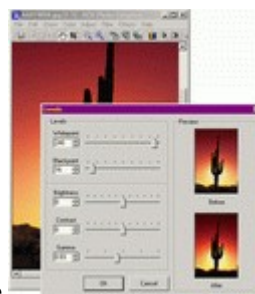
- Depending on how you have set the [Slide show | Auto-start] option, you may have to press to



- To stop the slide show, press



- The slide show will automatically stop when you use and



, or when you minimize the window.

Adding images to the image sequence

There are several ways to add multiple images to the image sequence.

Adding files while in View mode

While you are in the View mode, you can add images to the image sequence using the following methods:

- Select [File | Open...] from the menu and choose the file you wish to add to the sequence.
- You can drag an image into the Viewer sequence from the File list of Windows Explorer or from the ACDSee Browse window (a second instance of ACDSee). The [Dropped files] option found in [Tools | Options | Miscellaneous] must be set to [Add images to list].
- With the [Startup files] option found in [Tools | Options | Miscellaneous] set to [Add images to list], launch an image file from another application.

Multiple file selection

If you select several images in the Browser, each of these will be added to the image sequence when you enter View mode. To select a group of images hold down <Ctrl> while clicking on image files in the Browser File list. To highlight a range of files, select the first item and then click the last item in the range while holding down the <Shift> key.

View all option

By checking the [Tools | Options... | Viewer | View all images in folder] option, all images in the folder containing the image you clicked on will be added to the image sequence. This option is turned on by default.

See: [Image Sequences](#)

How to View Images in Full-Screen Mode

In full-screen mode, the window borders, menu bar, status bar and tool bar are hidden and the window is expanded to fill the screen, so that only the image is visible on your monitor.

Procedure

- 1 Bring up the image in View mode.
- 2 Press Ctrl+F.
- 3 The tool bar buttons are hidden, but you can still access the commands via shortcut keys or by clicking with the alternate mouse button.
- 4 To return to normal mode, press Ctrl+F again.

Notes:

- You can toggle between full-screen and normal modes using the mouse by clicking the middle button, or by holding down the primary button while clicking the alternate button.
- In full-screen mode, you can press the , <T>, and <M> keys to show the status bar, tool bar, and menu bar, respectively.

How to Print Images

From Browse mode

- 1 Select one or more image files.



- 2 Select the [File | Print...] command
 - 3 Follow the instructions in the Print and Print Setup dialogs.
 - 4 The selected images will be printed, one per page.
- It is possible to have more than one image per page. First select more than one image. Next, in the Print Setup dialog (which appears after pressing OK in the Print window), you can select [Thumbnails] in the drop down list of the Size section. You can then make adjustments as to the size of the thumbnail images.



- Use the context sensitive popups in the Print dialogs to get more information about specific options. To do this, simply click the question mark and then click on the area within the window and a popup will appear.

From View mode



- 1 Select the [File | Print...] command, or the [File | Print all...] command.
 - 2 Follow the instructions in the Print and Print Setup dialogs.
 - 3 The current image will be printed.
- By default, the image is printed at approximately the same size as it appears on the screen. You can alter the size of the printout by adjusting the zoom level prior to printing.
 - If you want to print only part of an image, select the region prior to invoking the [Print] command.

If an image contains more than one page (for example a multi-page tiff image), you can specify in the Print dialog box which pages should be printed. When printing from Browse mode, the entire multi-page image is printed by default. When printing from View mode, however, only the current page is printed by default.

From Explorer

- 1 Click on the image file with the alternate mouse button.
- 2 Next, select [Print with ACDSee] from the context menu.

Note: If there is no [Print with ACDSee] command in the context menu, select [Tools | File Associations...] from the menu. Place checkmarks beside the relevant file types and then go to the Context Menu tab and check the [Print with ACDSee] shell command item.

How to Customize ACDSee Using Options

Procedure



- 1 Click on . The Options dialog box appears.



To get help about any option, click on the  button and then click on the option (or click on the option with the alternate mouse button).

- 2 Set the options.
- 3 Click OK to apply your changes temporarily, or [Save defaults] to apply them permanently.

Some settings can also be changed using commands under the View menu. Most of these settings are automatically saved permanently.

How to Customize the Browser Layout

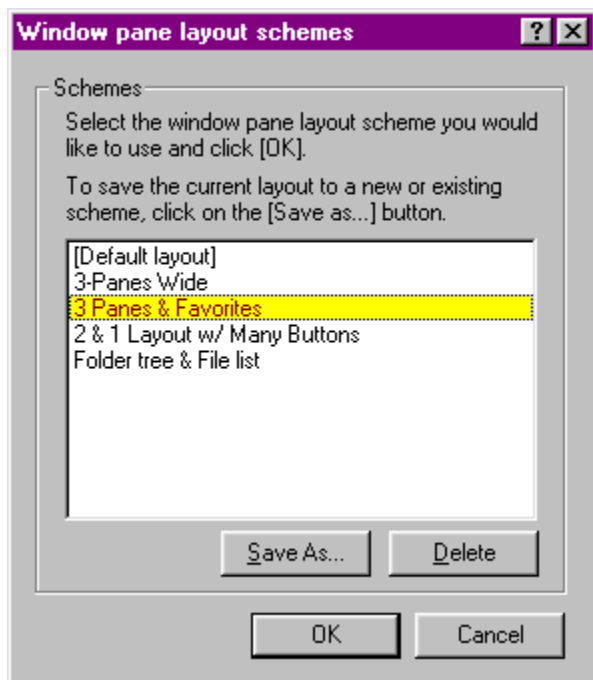
Customizing and saving the Browser layout

It is possible to change the panes that are displayed in the Browse window and then save these changes. In this way you can choose from several Browser configurations.

To add a new pane click the [View | Browser panes] command and choose one of the options. Panes that are active are indicated with a checkmark. To remove a pane uncheck the option. Or, you can click the “x” on the top right of the pane inside the Browser. You can also move the entire pane to a new area of the Browser by dragging and dropping. Click on the topmost bar and drag and drop the pane.

Note: the File list pane cannot be moved and changes to the toolbar buttons will be saved regardless of the Browser layout used.

After making changes to the Browser layout you can save the configuration by selecting the [View | Layout schemes...] command. The following dialog appears:



Click on the [Save as...] button and type in a name. The pane layout and the shortcut buttons in the toolbar will be saved.

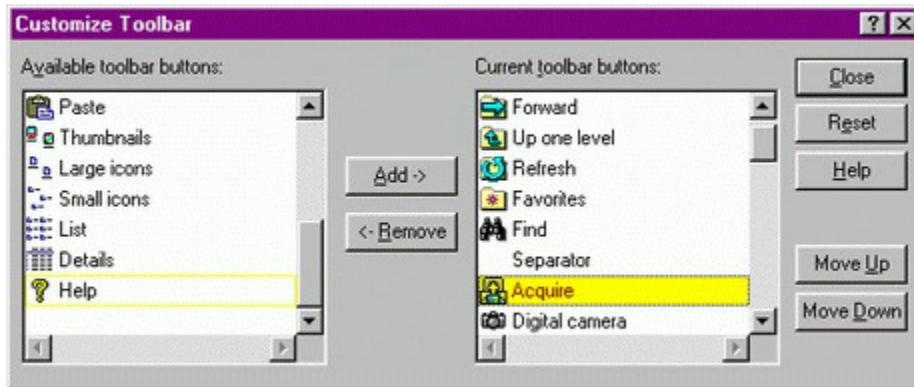
To revert to a saved configuration, open the dialog as described above, select a saved layout and press OK.

It is also possible to customize the Browser toolbar, see [Browse Window Toolbar](#).

How to Customize Toolbars

It is possible to perform toolbar customizations in both the Browse and View windows. These features also apply to the Browser command extensions toolbar.

Begin by right clicking on an area in the toolbar and choosing [Customize...]. This brings up the following dialog box.



You can add available toolbar items from the list on the left or remove items that are on your toolbar from the list on the right.

Another option in toolbar customization involves holding down the <Alt> key while clicking the primary mouse button on a button icon in the toolbar. You then have the option to:

- move the icon to another position in the toolbar by dragging and dropping it
- remove the icon by pulling the icon off of the toolbar
- add a separator by moving the icon slightly to the right of itself
- remove a separator by moving the icon over top of the separator

How to Optimize the Database

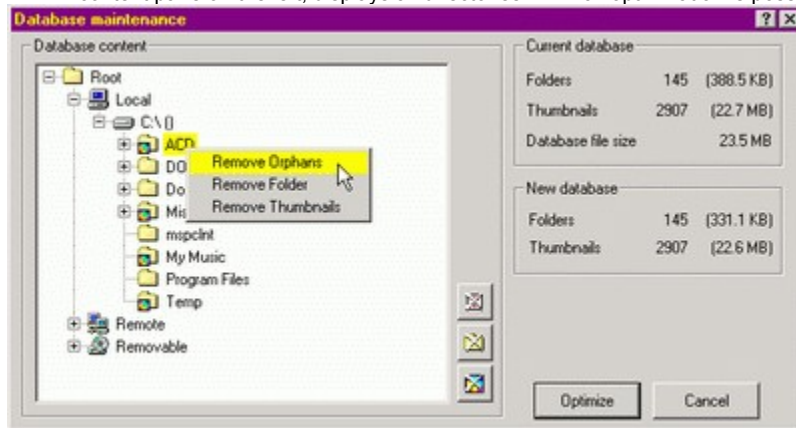
Database Maintenance


It is good practice to clean up the database periodically. By doing so you remove items that still remain in the database that correspond to images that have been deleted from your system. This frees up hard drive space.

It is important to note that if you are removing cached thumbnails of images that still reside on your system, then these thumbnails will be cached again after you view the images with ACDSee – unless [Tools | Options | Miscellaneous | Store thumbnails] is unchecked. If you delete database information (metadata), it will be removed permanently.

To optimize the database follow these steps:

- 1 From the Browser, select [Database | Maintenance...] and the dialog box, as seen here, will appear. The Database content pane on the left, displays all directories in which optimization is possible.



- 2 Select a marked folder  or a directory (i.e., one that contains database information). When selecting a parent folder, all subfolders will also be included.
- 3 Choose from one of the three buttons as described below, or simply right click on the folder and choose a command.
- 4 Click the Optimize button.

After clicking the Optimize button, there will be a progress bar to show the process taking place and approximate time involved. The total disk space that is saved from the optimization is shown.

Note: If you make a change to the database using steps 1 to 3 above, the change is not finalized until clicking the Optimize button. If you close the dialog box the changes will not take effect.

The maintenance options are as follows:



Removes all information for files and folders that do not exist on your system. These are referred to as “Orphans.”



Removes all information (metadata and cached thumbnails) within the selected item; this removes the “Folder” from the database.



Removes all cached “Thumbnails” within the selected item.

Note: Cached information pertains to all metadata included with an image (i.e., the image property information) with the exception of digital camera information and image description.

Tip: If you have two or more drives (i.e., C: drive and D: drive) and you are concerned about hard drive space, it is possible to move the image database to the drive that has more available space. To do so, go to [Tools | Options | Miscellaneous] and change the location of the image database by choosing the Browse button. You will also have to manually move the *.dtf and *.ddf files to the new location as well.

How to Run ACDSee Automatically From Other Programs

Often it is convenient to use ACDSee as a “helper” application for viewing images from other applications. When you installed ACDSee, you were presented with a list of file types that could be assigned to ACDSee. This list was automatically registered for you.

Sometimes another piece of software will “take away” the file associations from ACDSee. You can restore ACDSee as the associated application as follows:

- 1 Select [Tools | Set File Associations...].
- 2 Place checkmarks beside the file types you want associated with ACDSee and click OK.

To assign a type not in this list to ACDSee:

- 1 In Browse mode, select a file corresponding to the type.
- 2 Select [Tools | Shell | Open with...] from the menu. The Open With window appears.
- 3 Select ACDSee from the list.
- 4 Check the box at the bottom of the window that says: “Always use this program to Open this type of file.”
- 5 Click OK.

How to Control the Size and Position of the Viewing Window

By default, the viewing window is automatically sized to fit the image displayed, and it is positioned in the center of the screen.

To have ACDSee position the window centered somewhere else:

- 1 Position the window so that its center is where you want it.
- 2 Select [View | Save window pos.] from the menu.

To have ACDSee always use a specific size and position:



- 1 Click on [Options]. The Options dialog appears.
- 2 Uncheck the [Viewer | Change window size to fit image] option.
- 3 Click on [Save settings].
- 4 Position the window where you want it.
- 5 Select [View | Save window pos.] from the menu.

To have ACDSee view in full-screen mode by default:



- 1 Click on [Options]. The Options window appears.
- 2 Check the [Viewer | Full-screen] option.
- 3 Click on [Save defaults].

How to Change the Way Files are Sorted

You can specify what file information to use for the criterion of sorting, and the direction (forward / backward) of the sort as found in the Browse window.

Clicking on the column headers

In Detail view mode, you can sort the file of a particular column by clicking on the corresponding header button above the File list. Clicking on the same column repeatedly will alternate between forward and reverse sorting. An up arrow (forward sort) or down arrow (reverse sort) will appear next to the column currently being sorted upon.

Menu

Select the desired sort method from the [View | Arrange Icons] menu.

Context menu

You can click with the alternate mouse button on the background of the File list to bring up a context menu. From here, select the desired sort method from the [Arrange Icons] sub-menu.

Shortcut Keys

You can press any of the keys <1> through <6> on the numeric keypad (you must have <Num Lock> turned on) to sort by file extension, name, size, type, date, image dimensions or description, respectively. Press <Num -> and <Num +> to set the sort direction.

The sort method is automatically preserved across sessions.

How to Show/Hide File List Columns

In the Detail File list in Browse mode, several columns of information are shown. You can customize the order in which the columns are shown.

Context menu

You can click with the alternate mouse button in the column headers area at the top of the File list to bring up a context menu that allows you to make columns visible or invisible.

Menu

Select [View | Show Columns] from the menu, and then the column you wish to show or hide.

Shortcut keys

You can press any of the keys <2> through <6> on the numeric keypad (you must have <Num Lock> turned on) while holding down <Ctrl> to toggle the display of the size, type, date, image dimensions and description columns, respectively.

The show/hide state of each column is preserved between sessions.

How to Change the Ordering of File List Columns

In the Detail File list in Browse mode, several columns of information are shown. You can customize the order in which the columns are shown.

Procedure

- 1 Click on the column's header with the primary mouse button, and drag it into the desired position.
- 2 A colored vertical line identifies the position where the column will be inserted.

The column order is automatically preserved between sessions.

How to Launch Document Files

When you double-click on a file that ACDSee does not recognize as an image, ACDSee will launch the default application associated with the file. This is the same thing that happens when you double-click on a file in Explorer.

The open and edit file actions

ACDSee allows you to set two actions for each file type. The open action is normally the default action used by Explorer and other programs. The additional edit action allows you to set up a secondary command. This feature is designed to allow you to invoke a different application for editing images, but you can use it however you like.

Setting the open and edit actions for a file type

- 1 In Browse or View mode, select a file representing the type.
- 2 Select [Tools | Shell | Open with...] or [Tools | Shell | Edit with...]. A window appears, allowing you to select an application to handle the action.
- 3 Check the box at the bottom of the dialog to make the association permanent, or clear the box to launch the file with the given application without saving the new association.
- 4 Click on OK.

Note: When you initially set up ACDSee as the default application for file types, either during setup or with the [Tools | File Associations...] menu command, ACDSee automatically sets the previously associated applications as the applications for the corresponding edit actions.

The Favorites list

You can add applications to the Favorites list in order to access them quickly from within ACDSee. To open a file with a specific application in the list, just drag the file and drop it on the application shortcut. For more information, see [How to use the Favorites list](#).

How to Convert Images to Another Format

In Browse mode

- 1 Select one or more images in the Browse mode.
- 2 Select the [Tools | Convert...] command from the menu.
- 3 Choose the desired output format.
- 4 Some formats allow you to specify additional options.
- 5 Change the [Overwrite existing] and [Remove/replace original] options as desired.
- 6 Click on OK.

In View mode

- 1 View the image you wish to convert.
- 2 Select [File | Save as...] from the menu.
- 3 Select the desired output format and options.
- 4 Enter the output filename.
- 5 Click on Save.

If you select part of the image before saving, the saved image will be cropped to the selection.

Tip: Viewing Multiple Images Simultaneously

Normally, the Browse window will close when you switch to View mode. You can keep the Browse window open while you open and view an image by holding down <Shift>. For example,

- 1 In Browse mode, select an image.
- 2 Hold down <Shift> while you select [File | Open...], or right click and choose View, or simply press <Enter>.
- 3 A new copy of ACDSee is started in View mode and the image is loaded.
- 4 Go back to the Browse window, select a different file, and repeat from step 2.

or:

- 1 Add an ACDSee application shortcut into the Favorites list. This can be done by simply dragging and dropping the shortcut icon on the desktop into the Favorites pane.
- 2 Drag and drop the desired image files onto the ACDSee shortcut.

With both of these methods it is possible to modify whether subsequent images are opened in a new Viewer or in the same Viewer. Go to [Tools | Options | Miscellaneous] and in the [Startup files] section choose one of the options listed there.

Note: If you make a change to the Options and are using the drag and drop method above, it will be necessary to restart ACDSee in order for the change to take place.

Tip: Optimizing Image Display Quality

Gamma correction

Ideally, every monitor would display an image the same way. Unfortunately this is not the case. Each make of monitor applies its own characteristic nonlinear transfer function to the pixels of an image when displaying it. For this reason ACDSee allows you to specify a gamma correction value. A gamma value of 1.0 is normal, with no correction. Lower gamma values will appear to darken the image, while higher gamma values will appear to lighten the image. Note that no gamma correction is ever applied when you print or copy an image. The gamma correction option is located on the [Tools | Options...] Display page.

Color quantization and dithering

If you have a 256 or 32k/64k (high color) display, 24 and 32 bit images with 16 million colors must be processed by ACDSee before being displayed to reduce the number of colors used. This two-stage process is called quantization and dithering. By selecting different quantization and dithering methods, you can trade off image quality against decoding speed. That is, higher quality output will cost you some extra decoding time.

True color displays (16 million colors)

For true color displays, ACDSee always gives you the highest quality output possible. No quantization or dithering is required.

High color displays (32768 or 65536 colors)

For high color displays, the available quantization and dithering methods are:

No dithering	Fastest, high quality output
Ordered	A little slower, very high quality output. (default)

For many images, there is very little visible difference between these two methods. The superior output of the ordered dithering method is most noticeable in computer generated images. However, this option is recommended for general use since the difference in speed is hardly noticeable.

8-bit color Displays (256 colors)

For 256 color displays, the available quantization and dithering methods are:

1-pass ordered	Fastest, reasonable quality output. (default)
1-pass Floyd-Steinberg	Somewhat slower, reasonable quality output
2-pass Floyd-Steinberg	Much slower, good quality output

In 2-pass Floyd-Steinberg dithering, the image is decoded in two passes. In the first pass, ACDSee decodes the image and determines the optimal color palette. While this is being performed, the image is displayed using the 1-pass ordered method. In the second pass, ACDSee dithers the image using the optimal palette. After the second pass completes, the image is redrawn using the optimal palette. This method normally produces high quality output, but takes longer than the single pass methods.

Tip: Using a Single Window When Used as a Helper Application

Normally, ACDSee starts a new program instance and View window each time an external application calls it to view an image. Hence if the external application calls ACDSee several times, several View windows are thus generated. You can instead configure ACDSee to use the same View window for all images, thereby reducing the number of opened windows and system overhead.

Note: If the Browser is opened and files are opened externally (e.g., from Explorer), a new instance of ACDSee *in View mode* will be launched.

Procedure



- 1 Click on
- 2 Select the option [Miscellaneous | Replace images in list] or [Miscellaneous | Add images to list].

[Replace images in list] will cause ACDSee to close all images in the current image sequence, thereby replacing them with the new image. [Add images to list], on the other hand, simply adds the new files to the image sequence, thereby allowing you to navigate back to previously viewed images.

Uninstalling ACDSee

You can remove ACDSee from your system as follows:

- 1 Open the Windows Control Panel.
- 2 Double click on [Add/Remove Programs].
- 3 Find ACDSee in the list, and double click on it.
- 4 Follow the instructions in the Uninstall Wizard.

Trial Mode, Sponsored Mode and Purchasing ACDSee

This version of ACDSee is a "Trial Version." This means that we have made the software available to you for free evaluation. There are 3 options available to you:

- 1 Trial Mode: use the program for free for 90 days after which time you must choose option 2 or 3 below.
- 2 Sponsored Mode: use the software indefinitely as long as you connect to the ACD InTouch service every 30 days. Advertisements will be displayed in the bottom bar of the Browser and by connecting to ACD InTouch periodically, these ads will be renewed. The income generated from the ads helps to fund the free usage of ACDSee.
- 3 Purchase ACDSee. Purchasing provides you with the following benefits:
 - Unlimited personal use of the software
 - Technical support
 - Notification of software updates
 - Discounts on upgrades
 - Discounts on other ACD Systems software products.

Follow these links to find out more about how to...

[Purchase ACDSee](#) so that you may continue using it

or...

[Remove ACDSee](#) from your system.

The [InTouch service](#) offers users privacy of information as it relates to personal information.

How to Purchase ACDSee

Pricing

The license fee for ACDSee is \$49.95 US. If you are part of a business and wish to use several copies of ACDSee within your company, greatly reduced site licensing rates are also available.

To link to our web site for general pricing information click here: <http://www.acdsystems.com/english/orders/pricing/>

For reduced site license rates click here:

<http://www.acdsystems.com/english/orders/pricing/site-licenses.htm>

Ordering

For your convenience and protection, we provide the following secure methods of ordering:

- [Telephone](#)
- [FAX](#)
- [Internet](#)
- [Postal mail](#)

See also:

[ACDSee order form](#)

[Site licensing](#)

Licensing Information

1. Trial Version License

By receiving and/or using ACD Systems software, you accept the following Trial Version User Agreement. This agreement is a binding legal agreement between ACD Systems Ltd. and the purchasers, users or evaluators of ACD Systems' software and products. If you do not intend to honor this agreement, remove all installed ACD Systems software from your computer now.

2. Trial Version Distribution

This Trial Version software may be freely distributed, provided that:

- 1 Such distribution includes only the original archive supplied by ACD Systems, Ltd. You may not alter, delete or add any files in the distribution archive.
- 2 The limited evaluation nature of the Trial Version software is not misrepresented.
- 3 No money is charged to the person receiving the software, beyond reasonable cost of packaging and other overhead.

For information about redistribution of ACDSee...

WWW: <http://www.acdsystems.com>

E-mail: acdtech@acdsystems.com

Fax: 1 (800) 819 2207 (toll free)

3. Trial Version User Agreement

3.1. Trial Version use

You may evaluate the Trial Version for maximum of ninety calendar days, after which you must purchase a Full Version from ACD Systems Ltd. or remove the software from your computer. You may allow other users to evaluate copies of the Trial Version. All Trial Version users are subject to the terms of this agreement.

3.2. Usage and distribution restrictions

The evaluator/user/buyer/owner may not use or distribute ACD Systems' software for any unlawful purpose. Distribution of ACD Systems' software together with pornographic material is prohibited.

The evaluator/user/buyer/owner is not allowed to attempt to reverse engineer, disassemble or decompile ACD Systems Software and products.

3.3 Copyright restriction

ACD Systems name and any logo or graphics file that represents our software may not be used in any way to promote products developed with our software. All parts of ACD Systems software and products are copyright protected. No program, code, part, image, video clip, audio sample, text or computer generated sequence of images may be copied or used in any way by the user except as intended within the bounds of the single user program.

3.4. Limitation of responsibility

The evaluator/user/buyer/owner of ACD Systems software will indemnify, hold harmless, and defend ACD Systems against lawsuits, claims, costs associated with defense or accusations that result from the use of ACD Systems software.

ACD Systems is not responsible for any damages whatsoever, including loss of information, interruption of business, personal injury and/or any damage or consequential damage without limitation, incurred before, during or after the use of our products. Our entire liability, without exception, is limited to the customers' reimbursement of the purchase price of the software (maximum being the suggested retail price as listed by ACD Systems) in exchange for the return of the product, all copies, registration papers and manuals, and all materials that constitute a transfer of ownership from the customer back to ACD Systems.

Getting a Multiple-User Site License

If your company or institution is interested in licensing ACDSee for several users, you can save a lot of money by purchasing a site license. The program is licensed to your company for use at a single site with the agreed upon number of users.

To link to our pricing schedule for site licenses click here:
<http://www.acdsystems.com/english/orders/pricing/>

If you are interested in arranging a site license, please contact us:

Tel.	1 (800) 579 5309
FAX	1 (800) 819 2207
E-mail	sitesales@acdnet.com.

ACDSee v3.1 Order Form

USA

ACD Systems, Inc.
2201 North Collins, Suite #100
Arlington, TX 76011

Canada

ACD Systems, Ltd.
PO Box 36
Saanichton, BC Canada V8M 2C3

North America

Phone: 1 (800) 414 2237
Fax: 1 (800) 819 2207

International

Phone: 1 (250) 544 6700
Fax: 1 (250) 382 7099

Date_____

Name_____

Company_____ Phone_____

Street_____ FAX_____

City_____ State/Province_____ Country_____ Zip/PC_____

Email_____@_____

All amounts are in United States dollars.

Please call about site licenses rates, special educational discounts and other offers.

Single user license _____ @ \$49.95 = _____

(or)

Single user license + software on CD-ROM _____ @ \$59.95 = _____

Disk shipping and handling, if applicable

U.S. & Canada _____ @ \$4.95 = _____

Other Areas _____ @ \$11.00 = _____

Total (US funds only) = _____

Method of payment: Check* _____ Money order _____ MasterCard _____ VISA _____

* Checks must be from a US bank and be pre-approved (some delay in shipping will result).

Name exactly as on credit card _____

Card number_____

Exp. Date_____ Signature_____

Purchasing by Telephone

To purchase by phone, call **1 (800) 414 2237**.

For corporate and site license arrangements, call **1 (800) 579 5309**.

Where international 800 service is unavailable, please call **1 (250) 544 6700**.

Operators are standing by to take your order 24 hours a day, every day of the week.

Payment can be made using one of the following credit cards:

- MasterCard
- VISA
- Discover
- American Express

Purchasing by FAX

- 1 Print out and complete the supplied order form.
- 2 FAX the completed form to 1 (800) 819 2207 [outside North America: 1 (250) 382-7099].

Purchasing by Postal Mail

- 1 Print out and complete the supplied order form.
- 2 Send the completed order form with your US funds check or money order to one of the addresses listed at the top of the order form.

Purchasing by Internet

You can order online by following this link:

<http://www.acdsystems.com/english/orders/>

Payment can be made using one of the following credit cards:

- MasterCard
- VISA
- Discover
- American Express

Getting Program Updates

You may download ACDSee from the following sources:

Internet WWW

<http://www.acdsystems.com>

<http://www.acdsys.com>

<http://www.acdnet.com>

Internet FTP

<ftp://ftp.acdsystems.com/pub>

<ftp://ftp.acdsys.com/pub>

<ftp://ftp.islandnet.com/acd>

How to get Technical Support and Contribute Feedback

Technical Support

By purchasing ACDSee, you will receive ongoing, preferred treatment by our technical support team, should the need arise! Please contact us by email at **acdtech@acdsystems.com**. If you do not have e-mail access, you may telephone us at 1 (250) 544-6701. Our office hours are Monday to Friday, 9 AM to 5 PM PST.

Feedback

If you have any comments or concerns about ACDSee please direct them to **acdshare@acdsystems.com**. Your feedback is important to us in order to get an idea of how to make ACDSee a better product for you. Many of ACDSee's features and significant portions of ACDSee's interface have been heavily influenced by comments from users. So if you have a grand idea for a new feature, or a better way of doing something, please drop us a note.

Staying In Touch and Privacy of Information

ACDSee's In Touch Service provides you with information about software upgrades, plug-ins, technical support, and other products through regular messages. In Touch also provides links to sites where you can get more details on these topics.

You can take advantage of In Touch in several ways. After installing ACDSee, the In Touch service window appears. Follow the In Touch wizard instructions to set up the service to suit your preferences. You can set the In Touch window to appear every time you run ACDSee, or to appear automatically at intervals of your choice (the default is 7 days). You can also adjust the settings so the service has to be activated manually using the [Help | ACD In Touch] menu command.

If at any time after installation you wish to change the way In Touch is set up, simply select [Help | ACD In Touch service] from the menu, then click the Settings button and choose your new preferences.

What data is transmitted?

Whenever you connect to the ACD InTouch service, information is automatically transferred from your computer to an ACD InTouch server. This information is, by and large, not personally identifiable. This information consists of the following information:

- ACD product you are using (product ID, version, and license number if it is licensed software)
- information about your operating system (version, language, time zone)
- and, optionally, information about you (name, company, and e-mail)

Note: Name, company, and e-mail information is entirely optional. You can leave these fields blank and ACD InTouch service will still be operational.

In addition, if you are running our software in Sponsored Mode, statistical information about how often you viewed and clicked on the advertisements is transmitted so that we can bill our sponsors accordingly. Of course, as with all two-way Internet communications (as when using your web browser), your IP address is also implicitly transmitted. The ACD InTouch server will also perform a reverse lookup of your hostname in the DNS. All ACD InTouch servers are directly or indirectly controlled by ACD Systems.

What about personally identifiable information?

Again, we will not collect any personally identifiable information about you (such as your name, address, telephone number, social security number, billing and shipping information, credit card information or e-mail address) unless you provide it to us voluntarily. If you opt not to provide us with personally identifiable information, no material consequences will result, although you may be unable to participate in certain promotions that depend on this information.

Is the information I provide secure?

ACD Systems is committed to keeping secure the data you provide us and will take reasonable precautions to protect your personally identifiable information from misuse. Agents or contractors of ACD Systems who have access to your personally identifiable information in connection with providing services for ACD Systems are required to keep the information confidential and are not permitted to use this information for any other purpose than to carry out the services they are performing for ACD Systems.

E-mail acdshare@acdsystems.com

Web <http://www.acdsystems.com>
<http://www.acdsys.com>
<http://www.acdnet.com>

***Telephone support:** Monday to Friday, 9 AM to 5 PM PST
1 (250) 544-6701

Monday to Friday, 9 AM to 5 PM PST
1 (250) 544-6700

Fax 1 (800) 819-2207 or: 1 (250) 382-7099

Post	USA	ACD Systems INC 2201 North Collins, Suite #100 Arlington, TX 76011
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* By purchasing ACDSee, you will receive ongoing, preferred treatment by our technical support team, should the need arise!

Acknowledgments

- The color quantization/dithering features and JPEG decoder of ACDSee were made possible through the use of code produced by the Independent JPEG Group.
- ACDSee's TIFF support was made possible through the use of code in Sam Leffler's TIFF library, version 3.4 beta.
- Thanks to the beta testers who help track down problems before ACDSee is publicly released.
- Thank you to all other users who have contributed to ACDSee by communicating problems, suggestions, designs and art work.
- Finally, thanks to all users who supported the development of this software by registering and recommending it to their friends and colleagues

Patterns

Used with the Find command, patterns can be used to search for files with names matching specific criteria. A pattern can be as simple as a portion of a filename you are searching for, or it may include wildcards.

- Pattern matching is not case-sensitive.
- Separate multiple patterns with spaces or semicolons [;]
- If you want to match a pattern containing a space or semicolon, enclose the pattern in quotes.

Wildcards

A pattern may include any of the following wildcards:

?	Match any single character in the filename e.g. ca?.jpg will match <i>cat.jpg</i> , <i>cap.jpg</i> , and <i>car.jpg</i> , but not <i>cats.jpg</i>
*	Match zero or more characters in the filename e.g. cat* will match <i>cat.jpg</i> , <i>cats.jpg</i> , and <i>cathy.jpg</i>
[...]	Match any of the enclosed characters e.g. ca[tr] will match <i>cat.jpg</i> or <i>car.jpg</i> but not <i>cap.jpg</i>
[!...]	Match any character not enclosed e.g. cat[!0] will match <i>cata.jpg</i> and <i>catb.jpg</i> but not <i>cat0.jpg</i>
[...-...]	Match any character in the specified range e.g. cat[a-f0-9] will match <i>cata.jpg</i> , <i>catb.jpg</i> , ..., <i>catf.jpg</i> and <i>cat0.jpg</i> , <i>cat1.jpg</i> , ..., <i>cat9.jpg</i>
\	Escape a wildcard character e.g. cat[?] will match <i>cat[1].jpg</i> , <i>cat[2].jpg</i> , etc...

If you do not include the wildcard ***** in your pattern, the pattern will be matched as a substring.

e.g., **cat** would match *cat*, *cathy* and *bobcat*, and is equivalent to the pattern ***cat***

Frequently Asked Questions – ACDSee

To view a list of frequently asked questions go to the following site:
<http://www.acdsystems.com/support/support-acdsee3x.htm>

To ask a question about ACDSee by e-mail or telephone go to:
[How to get Technical Support and Contribute Feedback](#)

Hides all files that are not images readable by ACDSee.

Tip: you can also toggle this option with <Ctrl+I>.

Shows files and folders that have the “hidden” attribute.

This option also determines whether hidden files and folders are considered in the *Slide Show* and *Find Images* procedures.

Tip: you can also toggle this option with <Ctrl+H>.

Shows local drives as items in the file list.

Shows the same file icons as Explorer. Otherwise, a set of generic icons is used (which is faster).

Automatically adjusts the widths of the columns in detail view to fit the contents of the file list.

Tip: *you can automatically adjust the column widths at any time with <Ctrl+NumPad+>.*

Shows a preview of each image as it is selected.

Tip: *You can also set this option by clicking on the preview area with the secondary mouse button.*

Waits for a period of time (in 1/100ths of a second) after an image is selected before engaging the automatic preview.

- + increase to reduce sluggish response to image selection.
- decrease to cause the preview to appear more rapidly.

Sets the size of the preview image.

Full full resolution.

1/2 one half resolution.

1/4 one quarter resolution.

1/8 one eighth resolution.

Auto variable - uses the largest resolution that fits in the available preview area.

Tips:

- 1) You can also set this option by clicking on the preview window with mouse button #2.
- 2) You can toggle between Full and Auto size with <NumPad *>.

Turns off confirmation before files are deleted. This option has no effect if the delete confirmation is turned off system-wide for the drive containing the file.

Tip: You can also bypass confirmation by holding down <Ctrl> while you invoke the Delete command.

Confirms the deletion of folders, even if confirmation has been bypassed with the [No confirmation] option or by holding down the <Ctrl> key.

Deletes files permanently, rather than moving them to the recycle bin. This option has no effect if the recycle bin is turned off system-wide.

Tip: You can also bypass the recycle bin on an ad hoc basis by holding down <Shift> while you invoke the [Delete] command.

Specifies the character used to separate copy numbers from the base file name when files are auto-renamed.

E.g., The default separator, '_', gives

foo.bar -> foo_1.bar -> foo_2.bar -> ...

Sets the hidden attribute on description files.

Stores file descriptions in Oem character set, converting to Ansi for display. Otherwise, no conversion is performed.

Starts ACDSee in the folder last accessed from the previous session.

Allows a selected item to be renamed by clicking on its label.

Allows editing of a file's description by double-clicking in the description column.

Displays the current version number of ACDSee in the window title.

Shows the full path (folder + file name) of the currently viewed image file. Otherwise, only the file name is shown.

Tip: You can temporarily display the full path name in the status bar by holding down the <P> key.

Shows the full path of the current folder in the window title.

Shows archive files (ZIP, LZH, etc.) in the folder tree.

Note: Using this option requires more time to update the folder tree.

When a single image is selected and the View command is invoked, causes all images in the current folder to be added to the view list. Otherwise, only the selected image is accessible.

This option is useful for conveniently stepping through a directory of images in View mode.

Note: When multiple files are selected in the Browser, normal operation ensues -- only the selected files are viewed.

Causes the Viewer to exit after the first image displayed is deleted or moved. If ACDSee was previously in Browse mode, it will return to Browse mode automatically after the last image in the view list has been deleted.

Sets the policy on whether files should be examined for image data.

Never	do not examine any files, ever.
Always	always examines all files.
Only on fixed disks	examine files on local hard drives only.
Only on non-floppy and non-CDROM disks	don't examine files on A:\, B:\ or CD-ROM drives.

When the [Never] setting is in effect, it is assumed that all files ending in an appropriate extension (.BMP, .JPG, etc.) are images files, and all other files are not. In addition, image properties are not displayed until after each image is accessed by previewing it. This is the fastest option because no files need to be opened for examination. However, some features, such as the highlighting of image files and sorting on image dimensions, may not work as effectively.

By contrast, the [Always] setting examines all files regardless of their extension. This allows the detection of image files with non-standard extensions. In addition, image properties are fetched for all image files.

Because all files are examined every time a folder is entered, this option can cause a lot of disk access and cause sluggishness. This is especially so when reading from slow-access removable media such as floppy, CD-ROM and network drives. The [Only on fixed disks] and [Only on non-floppy and non-CDROM disks] options are thus useful compromises.

Tip #1: You can cancel the file examination process on an ad hoc basis by hitting <Esc> or double-clicking on the progress meter. Press <Pause> or double-click on the progress meter to resume.

Tip #2: You can optimize file examination tremendously by enabling the [cache image info in description] option or, the [cache thumbnails] option.

Pre-loads the next image in the image sequence.

Determines when a timed (automatic) slide show will be started automatically:

<i>Never</i>	Never start automatically
For Browser's slide show commands	Start automatically when using the slide show commands from the Browser window.
Always	Start automatically whenever more than one image is present in the Viewer's image list.

Specifies not to stop the slide show when the last image of a sequence is reached. In a slide show, pauses for this amount of time before showing the next image. In a slide show, ensures that the next image is fully loaded before showing it. Orders the presentation of images in a slide show from first to last. Orders the presentation of images in a slide show from last to first. Orders the presentation of images in a slide show in a random permutation.

Each image is shown exactly once.

The sequence will be repeated if the [Wrap around] option is turned on.

Sets the method of quantization and dithering when the image being shown contains more colors than the video display can handle. The number of methods available to choose from depends on the color depth (#colors) of your display.

None	Does not perform any dithering.
Ordered	Performs ordered dithering.
Error diffusion	Performs higher-quality Floyd-Steinberg dithering.
Two-pass error diffusion	Displays the image in two passes. In the first pass, the image is displayed as it is decoded using a standard set of colors and ordered dithering. After the first pass completes, the color set is optimized and the image is displayed again using error diffusion dithering. This mode provides the best rendering of images on 256 color displays. It cannot be used in thumbnail mode.

Uses device independent bitmaps with top-down orientation for displaying images. Top-down bitmaps give the fastest performance with most video cards.

Note: Some video drivers may contain bugs and not display top-down bitmaps correctly -- if you experience display problems, try turning off this option.

Places the viewer window on top of all other windows, even when it is not the active window.

Tip: *This option is also available from the window's system menu <Alt+Space>.*

Uses the entire display to view images.

Tip: You can toggle full screen mode with <Ctrl+F>, or the middle mouse button, or by holding down the left mouse button and clicking the right mouse button

Shows the tool bar.

Tip: *You can toggle this option with <Shift+T>.*
 You can temporarily display the tool bar by holding down the <T> key.

Shows the status bar.

Tip: *You can toggle this option with <Shift+B>.*
 You can temporarily display the tool bar by holding down the key.

Shows the menu bar.

Tip: *You can toggle this option with <Shift+M>*
 You can temporarily display the menu bar by pressing the <M> key.

Shows the tool bar.

Tip: *You can toggle this option with <Ctrl+Shift+T>.*

Shows the status bar.

Tip: *You can toggle this option with <Ctrl+Shift+B>.*

Shows the menu bar.

Tip: *You can toggle this option with <Ctrl+Shift+M>.*

Shows the box containing the path of the current folder.

Tip: *You can toggle this option with <Ctrl+Shift+D>.*

Shows the folder tree.

Tip: You can toggle this option with <Ctrl+Shift+F>.

Shows the shortcuts panel.

Tip: *You can toggle this option with <Ctrl+Shift+Q>.*

Shows the preview area.

Tip: *You can toggle this option with <Ctrl+Shift+P>.*

Reduces large images to fit the size of the viewing window.

Tip: *You can toggle this option with <Ctrl+NumPad->.*
 *You can shrink an image to fit the window at any time with <NumPad *>.*

Enlarges small images to fit the size of the viewing window.

Tip: *You can toggle this option with <Ctrl+NumPad+>.*
 *You can enlarge an image to fit the window at any time with <NumPad *>.*

Automatically changes the size of the viewing window to match the size of the image.

Views externally opened images with a new instance of ACDSee Viewer.

Views externally opened images with the current instance of ACDSee Viewer, if one is available.
The images are added to the current sequence of images.

Views externally opened images with the current instance of ACDSee Viewer, if one is available.
The current image list is emptied before new images are received.

Removes all images in the image list before adding dropped files.

Appends dropped files to the current image list.

This is the path containing the files that will be moved or copied.

This is the path to which the files will be moved or copied.

Type in a path, select one from the most recently used list below, or click on [Browse...].

If you enter a path that does not exist, it will be created for you.

Click this to choose another path. You'll be able to browse through the folders on your computer.

Removes the selected path from the history list.

Removes all paths from the history list.

Specifies the action to be taken when a file that is being moved or copying already exists in the destination folder.

Replace	Overwrite the destination file with the source file.
Skip	Skip the operation.
Rename	Move or copy the source file, giving it a new name that is unique in the destination folder.
Ask	Prompt for a course of action.

Performs a byte by byte comparison before overwriting files in the destination folder. If the files are identical, the file is automatically skipped; the source file is removed if performing a *move* operation.

Modifies the file name for the copied/moved file.

Goes ahead and moves or copies the files.

Cancels the move or copy operation.

Select the program you want to use from the list. If the program you want to use is not in the list, click [Other...].

Enter any command-line parameters that you want passed on the command-line to the program.
For example, Media Player accepts the */play* option, which causes it to automatically play the media file and exit media player when done.

Specifies that whenever you open this file, or any other file with the same filename extension, Windows will use the program specified.

Click this to choose another program. You'll be able to browse through the folders on your computer.

Attributes of the file that will be overwritten.

Attributes of the file that is being copied or moved.

Specifies the new name for the source file.

Copies or moves the file source file, replacing the destination file.

Skips this file so that it is not copied or moved.

Moves or copies the file, giving it the name specified.

Replaces this and all subsequent files without asking for confirmation.

Cancels the entire move or copy operation.

View of the image that will be copied or moved.

View of the image that will be overwritten.

Turns off the display of source and destination images.

Shows thumbnails of the source and destination images.

Shows the source and destination images at their actual size.

Specifies that when you scroll one of the images, the other should follow in sync.

Specifies the width of the thumbnail images.

Specifies the height of the thumbnail images.

Specifies the border thickness of the thumbnail images.

A preview of how the thumbnails will appear in the file list.

Enables caching of thumbnails in a central image database file. This allows thumbnails to be recalled from the database rather than generated from the original files every time, resulting in much faster performance. In addition, file header information is also cached in this file to speed up processing of image attributes.

Specifies the file to cache thumbnails in.

Click this to browse through folders to find the file you want.

Keeps the mouse cursor over the clicked button (Prev./Next Image, Zoom In/Out, etc) when the action of the button causes the window position to change. This option is only relevant when [*Change window size to fit image*] option is on.

Hides the mouse cursor when viewing in full-screen mode. The mouse cursor will be shown only when:

- One of the mouse buttons is pressed.
- <Ctrl> or <Shift> is pressed.
- A selection has been made.

Causes the window to be centered at the *preferred window position* when it is automatically sized (the preferred window position is the most recently saved window position). Otherwise, the new window position is chosen such that the position of the upper-left hand corner of the window is unchanged, if possible. This option is only relevant when [Change window size to fit image] option is on.

Tip: *You can save the current window position at any time by selecting [View | Save window position] from the menu.*

In report view, allows items to be selected by clicking anywhere in the row, rather than only on the icon or label.

In report view, draws gridlines between rows and columns.

Specifies how to highlight files that are images.

- | | |
|-------------------------|--|
| No highlighting | Don't use highlighting. |
| Single colour | Highlight all images using a common colour. |
| Multiple colours | Highlight images using colours corresponding to the image types. This option requires a display mode of at least 15 bpp. |

Does not save the position and size of the window. The most recently saved position and size are used on startup.

Saves and restores the size of the window. The Windows operating system determines the position of the window.

Saves and restores the size and position of the window.

Hides the preview area and do not show previews when in thumbnail View mode.

Automatically updates the file list as the contents of the current folder change.

Selects new files that have been added to the file list by quick-refresh and auto-refresh events.

Sets placement of new files that have been added to the file list by quick-refresh and auto-refresh events.

Shows folders when in thumbnail mode.

Shows non-image files when in thumbnail mode.

Shows only the first frame of animated images.

Applies gamma correction to images as they are decoded for display or wallpaper. The gamma correction is not applied to images during printing or file conversion.

Specifies the gamma constant used for gamma correction, within the range [0.10 .. 3.00].

- A value of 1.0 is the median value, where correction has no effect.
- A lower value darkens the image and increases the dynamic range of brighter areas.
- A higher value lightens the image and increases the dynamic range of darker areas.

Applies gamma correction to the image before printing.

Specifies the gamma constant used for gamma correction, within the range [0.10 .. 3.00]

- A value of 1.0 is the median value, where correction has no effect.
- A lower value darkens the image and increases the dynamic range of brighter areas.
- A higher value lightens the image and increases the dynamic range of darker areas.

Displays the Print Setup dialog before printing.

Shows toolbar button tips.

Shows info tips for list items.

Note: Requires comctl32.dll version 4.71 -- available with Microsoft Internet Explorer v4.0 -- or later).

Specifies the maximum resolution to work with when reading Kodak Photo CD images. Lowering the maximum resolution will increase decoding speed and decrease memory usage.

Prints the image's file name.

Prints the path of the folder containing the image file.

Prints the image's file description.

Prints the image's resolution and format.

Specifies the height of the top margin, in inches.

Specifies the width of the left margin, in inches.

Specifies the width of the right margin, in inches.

Specifies the height of the bottom margin, in inches.

Specifies the sizing mode for the printed images:

Default	Images are printed at the same size as it is displayed on your monitor. If you are printing an image that you have enlarged or reduced, the printed image will be enlarged or reduced accordingly.
Fit to page	Images are sized to fill the page as completely as possible, within the margins.
Specified	Images are sized to fit the specified Width and Height values as closely as possible.
Thumbnails	Images are printed out as a series of thumbnails. The printed pages are also known as <i>contact sheets</i> . The thumbnail size is specified by the Width and Height values.

When checked, resizes the image equally in each dimension so that the ratio of width to height remains the same. Otherwise, the image may be stretched more in one direction than in the other.

Specifies the desired width of the images, in inches.

Specifies the desired height of the images, in inches.

Specifies the resolution, in pixels per inch, at which the images should be printed. This value should be set to the effective resolution of your printer, after taking the resolution reduction due to halftone screening into consideration.

- If you have a *continuous tone* printer, set this value to the printer's DPI rating.
- If you have a *laser, bubble jet*, or other type of discrete tone printer, set this value to approximately 1/4 of the printer's DPI rating.

This Net DPI value determines how to sub-sample large images prior to sending them to the print driver. A larger value may generate higher quality output, but will use more memory and take longer to print. Conversely, a lower value may generate lower quality output, but will use less memory and print faster.

Note: *If you are experiencing problems printing large images, try lowering the Net DPI value.*

Specifies how to position the images on the page:

top-left	top-center	top-right
center-left	center	center-right
bottom-left	bottom-center	bottom-right

Shows a preview of how the printed pages will look.

- Changes you make to the print setup options will be reflected here.
- It may take a moment to complete internal computations (“pagination”) before the preview is updated to reflect changes.
- Page margins are represented by dotted lines.
- Note that when part of an image boundary lies outside the margins, the image will be clipped to the margins. The clipped areas of the image are drawn in red.

Specifies which page of output to preview.

Saves the current settings as the defaults.

Recursively searches subfolders of the specified folder[s].

Follows shortcuts [links] to folders when searching subfolders.

Searches inside archives.

Automatically views the images found after searching is complete.

Specifies an author to search for.

Specifies a filename pattern or patterns to search for.

Specifies the folder to search.

Starts the search.

Shows the images found in the search.

Closes this window.

A list of file types that ACDSee can open. Check the boxes corresponding to the file types you want to be opened using ACDSee when you double-click on them in Explorer.

Check this box to associate additional file types you specify with ACDSee.

Enter the MS-DOS extensions for the additional file types you want to associate with ACDSee. Separate extensions using spaces.

Checks all the boxes above.

Unchecks all the boxes above.

Associates ACDSee as the default handler for each of the file types selected on the left and adds an [Open] command to their context menus in Explorer.

Adds a [View with ACDSee] command to Explorer's context menu for each of the image file types supported by ACDSee, but not associated with ACDSee. This allows you to invoke ACDSee from Explorer, while still leaving the file associated with another application.

Adds a [Print with ACDSee] command to Explorer's context menu for each of the image file types associated to ACDSee.

Adds a [Browse with ACDSee] command to the context menu for folders and archive files in Explorer. You can use this command to quickly browse a specific folder or archive with ACDSee.

Adds an [ACD Photo Enhance] command to the context menu for each of the image file types supported by ACDSee.

Specifies the template to use for renaming the files.

The position and width of the number field are determined by the position and number of #'s in the template.

e.g., `file####.jpg` might generate `file001.jpg`, `file002.jpg`, ...

You can insert the original filename (without extension) in your pattern by specifying the * character.

e.g., `*_###.jpg` might generate `dog_001.jpg`, `cat_002.jpg`, ...

If you do not specify a file extension in the template, then the file extension for each new filename will match that of the original.
i.e., no file extensions will be changed.

e.g., `file###` might generate `file001.jpg`, `file002.bmp`, ...

To insert a literal # character in the generated filenames, prefix it with a backslash (\).

e.g., `file\####` might generate `file#001.jpg`, `file#002.bmp`, ...

Specifies the initial index value for the generated series of filenames. The number is incremented by one for each name generated.

These are the files that will be renamed. For each file, its current name is listed on the left and its new name is listed on the right.

If you double-click on a file name in the left column, the current template and starting index will be reset based on the selected file name.

Renames the files as shown in the list above.

Cancel the rename operation.

Avoids adding a new file to the current image sequence until the other application (e.g., newsreader) has completed transferring the file. This feature avoids the viewing of partial images.

Opens new images as soon as they appear in the folder. Otherwise, new images will be added to the image sequence but the currently viewed image will not change.

Specifies the folder to be synchronized. The current image sequence will be set to the contents of the specified folder; only images with recognized MS-DOS extensions will be added. As images are added to or removed from this folder, they will be added to or removed from the image sequence.

Image sequence

An ordered list of image files readily accessible in View mode using the [Previous Image] and [Next Image] commands.

Caches the previously viewed image instead of unloading it from memory immediately.

Shows file sizes in kilobytes instead of bytes.

Keeps the image list sorted by filename. New images will be inserted into the appropriate positions in the list. Otherwise, images are added to the end of the list.

Automatically saves the position and size of the window whenever you move or resize it. Otherwise, the window position and size is only saved when you invoke the [View | Save window pos.] command.

Enlarges the images. <+>

Note: You can also enlarge the images by selecting part of an image (hold down <Shift> and drag with the primary mouse button) and then clicking in the selection with the primary mouse button.

Reduces the images. <->

Resets the images to their initial size. <*>

Removes the source file.

Removes the destination file.

Shows the name of each file below its thumbnail.

Shows the size of each file below its thumbnail.

Shows the dimensions of each image below its thumbnail.

Causes multimedia files to be played in the preview area when they are selected in the file list.

Specifies how to compress thumbnails in the cache:

None	Do not compress thumbnails.
Lossless	Apply lossless deflate compression.
Low	Apply JPEG compression (high quality).
Medium	Apply JPEG compression (medium quality).
High	Apply JPEG compression (low quality).

- [None] is the fastest and gives the best quality, but results in a large cache file.
- [Lossless] is the slowest, but gives the best quality and reduces the cache file size.
- [Low/medium/high] give the smallest cache file size, but thumbnail quality is not as high.



Starts the optimization process.Stops optimization and closes this window.Removes all cached information within the selected item.Removes all cached thumbnails within the selected item.

Within the selected item, removes all cached information for files and folders that no longer exist on your system.

This is a list of all Twain devices on your system. Select the one from which you wish to acquire.

Click this button to start acquiring images from the selected device.

Specifies the format in which acquired images should be stored in your computer.

Specifies additional options for the selected format.

Specifies a template from which to automatically generate file names for acquired images. Insert a group of one or more '#' symbols to specify an index.

e.g., Image-##.jpg would generate Image-01.jpg, Image-02.jpg, etc.

Takes only one picture.

Takes a series of pictures at regular intervals.

Specifies the interval between shots.

Note: the actual interval between shots may be longer than specified if the time to process the picture and transfer it to the computer is too great.

Specifies the interval units.

Specifies the delay in seconds before the first picture is taken.

Check this box to have each picture downloaded to the computer (and removed from the camera). Otherwise, the pictures are left on the camera.

Specifies the folder in which download pictures should be saved.

Presents a list of folders on your computer and allows you to select one.

Specifies a template to use when generating file names for pictures downloaded to your computer. You can use the following codes:

- &t Time at which the picture was taken.
E.g., 17.47.42
- &d Date on which the picture was taken.
E.g., 1999-05-17
- &nnn Sequence number of the picture.
One digit is used for each 'n'.
E.g., 001, 002, etc.

Displays an example filename based on the specified template. Displays a pop-up menu of codes that can be inserted into the filename template. Selecting a code adds it to the end of the current template.

Allows you to adjust the camera's picture-taking settings.

Starts (or stops) the picture-taking process.

Closes this dialog box.

Displays the status of the camera and picture-taking process.

Enter the text you wish to search for.

Stores file descriptions in description files.

Displays the TWAIN acquire setup dialog box before acquiring an image.

Stretches small images to fit the entire desktop (while preserving aspect ratio) when setting the desktop wallpaper.

Select an output format from the list.

Allows you to browse your folders to find the output folder you want.

Specify what to do when the output file already exists:

Replace	Overwrite the existing file.
Skip	Skip conversion of this file.
Rename	Change the name of the output file by added _1, _2, etc.
Ask	Ask for confirmation before overwriting.

Remove the original image file after converting it.

Perform file conversion.

Cancel file conversion.

Allows you to specify the folder into which the converted files will be placed.

Allows you to change the encoding settings for the selected format.

The author of this item (up to 79 characters in length).

Sorts supported archive files together with regular folders.

Automatically plays the audio embedded in image files during a slide show.

Keywords for this item (up to 1023 characters in length).
Each keyword is placed on a separate line.

Displays supported archive files in thumbnail mode.

Specifies the date this item was created.

When the checkbox to the left is unchecked, no date has been set.

Displays multimedia (sound and video) files in thumbnail mode.

Notes for this item (up to 4095 characters in length).

Description for this item (up to 3800 characters in length).
This field will be stored in the accompanying description file, in addition to the central database.

Displays all the metadata fields defined for this image.

Thumbnail of the selected image.

Lists the currently defined layout schemes.

To activate a scheme, double-click on it.

The <Default layout> scheme will return the layout to the way it was when the software was first installed.

Saves the currently active layout scheme to the name entered in the box above.

Closes this dialog box without saving the layout scheme.

Saves the currently active layout scheme.

Deletes the selected layout scheme.

Enter a name for the scheme you are saving, or select an existing scheme from the drop down list.

Closes this dialog box, activating the selected scheme.

Closes this dialog box without changing the currently active layout scheme.

Enter a name for the new shortcut.

Shortcut names may not contain any of the following characters:

: * ? / \ < > |

Specifies the color with which to fill the view window background.

Fills the background of the view window with a tiled pattern.

Allows you to browse for the image that will be used to tile the background of the view window.

Automatically regenerates thumbnails as necessary to suit the current thumbnail size setting.

Stretches small thumbnail images to fit the full size of the thumbnail frame. Otherwise, the images are shown centered within the thumbnail frame.

Fills the background of the view window with the solid color specified below.

Search for items by timestamp (last time the file was written)

Search for images by the date stored in the database

Match images whose date follows this date

Match images whose date precedes this date

Searches for matching text in the description field.

Searches for matching text in the notes field.

Searches for matching text in the keywords field.

Plug-in settings

You can configure plug-in settings using the [Plug-ins | Settings...] command.

The following settings can be changed:

Plug-in folder

By default, plug-ins are located in the directory C:\Program Files\ACD. You can change the plug-in folder by clicking on the Browse button. The change will not take effect until you restart the application.

Plug-in activation

By default, all plug-ins are enabled. You can disable a plug-in (for example, if it is causing a problem) by turning off the checkbox next to the plug-in in the list.

Plug-in Priorities

Some times, more that one plug-in will support a given file type. When this happens, the application uses the plug-in priorities to determine which plug-in is used to handle the file. The higher-priority plug-ins are tried first, followed by the lower-priority plug-ins. You can use the "Move up" and "Move down" buttons to change the relative plug-in priorities. Plug-ins higher in the list have higher priority.

Note 1: Because Susie plug-ins do not have the features and speed of native ACD plug-ins, it is recommended that you give the Susie plug-in the lowest priority to prevent the Susie plug-in from being used instead of the ACD plug-in. Alternatively, you can disable specific Susie plug-ins that overlap ACD plug-ins in their format support.

Note 2: A plug-in that claims to handle a given file extension is always given higher priority than plug-ins that do not.

Plug-in specific settings

Some plug-ins, such as the Kodak Photo CD and Susie plug-ins, allow you to set options specific to that plug-in. To configure these options, select the plug-in from the list and click the "Properties..." button.

Specifies the folder in which the ACD plug-ins are located.

Presents a list of folders on your computer and allows you to select one.

This is a list of plug-ins found in the specified folder, sorted by decreasing priority. The checkbox to the left of each plug-in indicates whether the plug-in is enabled or disabled.

Increases the relative priority of the selected plug-in.

Decreases the relative priority of the selected plug-in.

Click this to display information about the selected plug-in and to modify its settings.

