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Introduction to Hijaak PRO

You can use Hijaak PRO to do the following:

- View, edit, and process an image
- Convert a file from one format to another
- Capture a screen
- Organize graphics files

Each of these is described briefly below.

VIEWING AN IMAGE

You can use Hijaak PRO to view an image if it is stored in any of the input formats supported by Hijaak PRO. Viewing an image before you convert it lets you see if the source image is as you want it. To learn more about viewing an image, click on the following:

[How to View an Image](#)

EDITING AN IMAGE

Once you are viewing an image, Hijaak PRO allows you to edit the image by doing the following:

- Cutting and pasting it to and from the Windows Clipboard
- Cropping
- Changing size
- Changing fonts (if a vector with text file or a DOS text screen capture)
- Rotating

To learn more about editing a file, click on the following:

[How to Edit the View](#)

WORKING WITH COLORS IN AN IMAGE

You can use Hijaak PRO to manipulate colors in your image with the following color options:

- Smoothing
- Number of Colors
- Color Reduction Method
- Grayscale
- Palette Optimization
- Invert Colors
- Reveal Background Color Objects
- Reverse Black and White
- Halftone Screen Frequency
- Histogram Equalization
- Contrast
- Brightness
- Gamma Correction

To learn more about working with colors in an image, click on the following:

[How to Work with Colors in an Image](#)

CONVERTING A FILE FROM ONE FORMAT TO ANOTHER

Hijaak PRO allows you to convert to and from any of more than 70 formats. Hijaak PRO can choose a file format for you if you are using one of many popular software applications. To learn more about

converting a file, click on the following:

[How to Convert a File](#)

CAPTURING A SCREEN

Hijaak PRO allows you to capture either Windows or DOS screens and save them in any of Hijaak PRO's supported raster file formats. Also, DOS text mode screens can be saved in vector formats.

To learn how to capture a Windows screen, click on the following:

[How to Capture a Windows Screen](#)

To learn how to capture a DOS screen, click on the following:

[How to Capture a DOS Screen](#)

ORGANIZING GRAPHICS FILES

Hijaak PRO allows you to organize graphics files in any of the formats it supports through the Hijaak Browser utility. To learn how to use Hijaak Browser, click on the Browser button in the button bar above, or click on the following:

[Hijaak Browser](#)

Configure Convert

How to Find this Option

This option appears if you pull down the **S**etup menu and select **C**onfigure **C**onvert (Alt+s, c).

Description and Use of this Option

The **Configure Convert** option allows you to change Hijaak PRO variables that affect memory and speed during a file conversion.

BUFFER SIZE

During a conversion, Hijaak PRO uses a buffer whose size depends on the kind of conversion being performed. The default **Buffer Size** is 16000; this is the maximum. If you get an Insufficient Memory error, type 10000 in the buffer field and click on **OK** or press Enter. Exit Hijaak PRO, then re-start it. If you still get the error message, type 8000. The smaller the number, the larger the conversion that Hijaak PRO can handle, but the slower the conversion proceeds. If you are not having problems, leave this field at 16000.

TEMP DIRECTORY

During a conversion, Hijaak PRO uses the temporary directory defined by Windows as an environment variable. This directory can only grow as large as the amount of disk space free on the drive that contains your temporary environment variable. If you do not want to use the Windows temporary directory, you can specify another directory in the **Configure Convert** dialog box. Type the full path to a new temporary directory into the **Temp Directory** field (Alt+d). If, for example, you type in the path to a RAM disk you have created, conversions might be quicker.

Configure Fax

How to Find this Option

This option appears when you pull down the **Setup** menu and select **Configure Fax** (Alt+s, f).

Description and Use of this Option

The **Configure Fax** option allows you to select what kind of fax board you have, so that when you convert to a fax format, the converted image will be compatible with your particular fax card.

How to Configure Hijaak PRO for Your Fax Card

1. From the Main Screen, pull down the **Setup** menu and click on **Configure Fax** (Alt+s, f). You will see the **Configure Fax** dialog box.
2. Scroll to the name of the fax card installed in your computer and click on it.
3. Click on **OK**.

Note: Most fax cards support faxable PCX, TIF (Class F), or both. If your fax device is not on the list, select **Faxable PCX** or **Faxable TIF** from the **Configure Fax** list.

How to Capture a Windows Screen

Note: The following describes how to capture a Windows screen. If you wish to learn how to capture a DOS screen, click on the following: [How to Capture a DOS Screen](#)

1. Open Hijaak PRO, then minimize it.
2. Move to the Windows screen you want to capture.
3. Press the hotkey combination. If you have not changed the default, press Ctrl+Shift+c. The **Windows Capture Options** dialog box pops up allowing you to make any changes to your options before taking the picture. If you do not want to change options, skip to step 9.

Note: If the box does not pop up, you may have **Prompt for Options** deselected. To select it, maximize Hijaak PRO. Pull down the **Capture** menu and click on **Windows Capture** (Alt+c, c). Check if the **Prompt for Options** area has an **X** next to it. If it does not, click on it to select it (Alt+o). Click on **OK** or press Enter. Begin this procedure again from step 1.

4. In the **Capture** field, select the type of object you wish to capture:
 - AREA (A rectangular area of the screen)
 - SCREEN (The entire screen)
 - WINDOW/OBJECT (A specific window or object on the screen)

If you do not have a mouse, you must select **screen**.

5. Click on the destination check box(es) in the **Capture To** box. If you are using the keyboard, press Alt and the underlined letter of the device to which you want to capture. For example, to have the captured image saved as a file in your HJPRO subdirectory, select **File** (Alt+f). Note that the **File Name** and **File Type** fields become bolded and available.
6. If you selected **File** in the **Capture To** box, click on the scroll button on the right of the **File Type** field (Alt+t). Scroll to the desired file format for your captured image. For example, you can select **Inset Systems (*.IGF)** if you want your files to be in IGF format.
7. If you selected **File** in the **Capture To** box, click on the **File Name** field (Alt+n). Type the full path and the name of the file you wish to capture. If you don't specify a path, Hijaak PRO will place the capture image in the HJPRO directory. If, for example, you want to capture the screen into Inset Systems' IGF format, you can type the following filename:
 - example. igf
8. If you do not change the filename when taking several pictures, each time you press the hotkeys, Hijaak PRO automatically creates a new file and add one to the last filename used (examp001.pcx, examp002.pcx, etc.). In the example above, Hijaak PRO would make the next filename the following:
 - examp001.igfIf you are taking several pictures in a row and do not want to change your option settings, deselect **Prompt for Options**. Remember to re-select it when you are done. Re-selecting is described in the note in step 3.
9. Click on **OK**. The dialog box will close. If you selected **screen** in step 4 you will hear a beep indicating that the screen has been captured. Skip to step 11.

10. If you selected

Area: Click the left mouse button and hold as you drag the mouse to define the rectangular area you want to capture. Release the mouse button you will hear a beep indicating that the area has been captured.

Window: DO NOT CLICK YOUR MOUSE YET. Move the mouse around the screen until the area or window you wish to capture is emphasized. Then click the left mouse button. You will hear a beep indicating that your **Window** or **Object** has been captured.

11. If you selected **File** as the **Capture To** option, the captured image will be in the directory you selected. If you selected **Window**, maximize Hijaak PRO to view your captured image. If you selected **Clipboard**, the captured image is now in the Windows Clipboard. If you selected **Printer**, the current image will print to the active Windows printer.

OTHER CAPTURE METHODS:

1. **ICON METHOD:** Arrange the screen you wish to capture so that the Hijaak PRO icon is showing somewhere on the screen. Click once on the Hijaak PRO icon. Click on **Capture**, then select **area**, **screen**, or **window/object** (Alt+c, arrow, Enter). You will see the **Windows Capture Options** dialog box. Select options and take the picture as described in steps 4 through 11 above.

PRO: You can use this method anytime the Hijaak PRO icon is on the screen.

CON: The application you are capturing cannot be maximized.

2. **PULL-DOWN MENU METHOD:** Open the application you wish to capture. Open Hijaak PRO without closing your application. Resize the Hijaak PRO screen so that it is taking up only part of the screen. In Hijaak PRO, pull down the Capture (Alt+c) menu and click on the type of object you want to capture: **Screen** (s), **Window/Object** (w), or **Area** (a). Hijaak PRO becomes minimized. You will see an instruction screen; click on OK. Press the hotkeys. You will see the **Windows Capture Options** dialog box. Select options and perform the capture as described in steps 5-11 above.

PRO: You can see the image being captured to the Hijaak PRO screen. You can immediately select **Save As** from the **File** menu to perform a conversion or do image processing on the captured image.

CON: Since your application is not active, you cannot take pictures of your application's pull down menus.

How to Convert a File

Hijaak PRO allows you to convert a file using three methods: the "**Open then Save As**" method, the "**Convert**" method, and the **Command Line** method. Each is described below.

OPEN THEN SAVE AS METHOD: Use this method if you want to view your image before you convert it. To convert, pull down the **File** menu, select **Open**, select a source file and click on **OK**. You will see the source file on the screen. Pull down the **File** menu again, and select **Save As...** Complete the **Save As...** dialog box and click on **OK**.

For step-by-step instructions on using this method, click on the following:
[Open then Save As](#)

CONVERT METHOD: Use this method if you need to convert quickly and do not need to first view the file. To convert, pull down the **File** menu, select **Convert**, select a source file and click on **OK**. You will see the **Convert To** dialog box. Select a destination file and click on **OK**.

For step-by-step instructions on using this method, click on the following:
[Convert](#)

COMMAND LINE METHOD: Use this method if you want to perform a conversion without opening Hijaak PRO, or if you want to perform batch conversions. To convert, pull down the **File** menu, select **Command**, fill in the **Command** dialog box as described in the procedure under Convert "Command Line" Method and click on **OK**.

For step-by-step instructions on using this method, click on the following:
[Convert "Command Line" Method](#)

Conversion Hint: Convert metafile formats to raster formats. If you attempt to convert a metafile to a vector format, you may succeed in converting only a portion of the original image, or even none of the original image. This conversion problem is because metafiles may contain both raster and vector components, and Hijaak PRO cannot convert raster information to a vector format.

"Open then Save As" Conversion Method

This method is one of three ways to convert a file using Hijaak PRO. To learn more about the other methods of converting a file, click on the following:

[How to Convert a File](#)

TO OPEN:

1. Pull down the **File** menu; click on **Open** (Alt+f, o). You will see the **Open** dialog box.
2. In the **Drives** area of the dialog box, click once to pull down the drives list then click on the drive that contains the file you want to convert (Alt+v, arrow).
3. In the **Directories** area of the dialog box, click on the subdirectory that contains the file you want to convert (Alt+d, arrow). If the subdirectory that contains your file is not visible, select by clicking on (or highlighting and pressing Enter) the first subdirectory in your file's path. Notice the beginning of your file's path appears under **Directories**. Continue until you reach your file's subdirectory.
4. In the **List Files of Type** area of the screen, pull down and select the file type (Alt+t, arrow).
If the type of file you have selected has source image processing options available, the **Options** button will become bolded and available. Source options allow you to make minor changes to the file *before* converting the image.
5. [OPTIONAL] If your format has options and you want to set them, click on the **Options** button (Alt+o). If you want to learn more about the source options available, click on the following.

[Source File Options](#)

6. If you set options, click on **OK** or press Enter to return to the **Open** dialog box. Press Esc if you made no changes. In the **File Name** area of the screen, click on the file you wish to open (Alt+n, Tab, arrow). Click on **OK** or press Enter. The source image appears on the screen.

Hint: Look at the image. If it looks wrong, your source file may be corrupt.

TO SAVE AS:

1. You have opened and are viewing a file. Pull down the **File** menu and click on **Save As...** (Alt+a). You will see the **Save As...** dialog box.
2. Click on the **Drive** and **Directory** where you want Hijaak PRO to store your converted file. This is described in steps 2 and 3 of the "To Open" procedure above.
3. [OPTIONAL] You can have Hijaak PRO pick a destination file type that works well with the software application you are using (i.e. PageMaker, Ventura Publisher, etc.). To allow Hijaak PRO to pick for you, click on the **Applications** area of the screen and click on the application you will be using (Alt+a, Tab, Tab, Tab, arrow).
4. If you do not do step 3, you will have to pick your own destination file type. Click on **List Files of Type** and click on the file type to which you want to convert (Alt+t, arrow).
5. [OPTIONAL] If you wish to set destination file options, click on the **Options** button (Alt+o). If you wish to learn more about the destination options available,

click on the following.

Destination Processing Options

6. [**OPTIONAL**] If you wish to preview what the converted file will look like after a conversion, make sure you have specified everything else in the dialog box, then click on **Preview** (Alt+p). After a few moments you will see the converted image on the screen. When you have finished previewing, click on **Done!** (Alt+d). If you like (and would like to save) the results, click on **OK** or press Enter. If you would like to change the results, redo this procedure but change the options.
7. If you do not do step 6, click on **OK** or press Enter to start the conversion process.

"Convert" Conversion Method

This method is one of three ways to convert a file using Hijaak PRO. To learn more about the other methods of converting a file, click on the following:

How to Convert a File

1. Pull down the **File** menu. Click on **Convert**. You will see the **Convert From** dialog box.

Note: If you had an image open when you selected **Convert**, you will see the **Convert** dialog box instead of the **Convert From** dialog box. If you want to convert a file other than the one you are viewing, click on the **Convert File to File** radio button. If you want to convert the image you are viewing, click on the **Convert Current Image to File (Save As)** radio button and follow steps 2-7 of the Save As procedure. Click on the following for instructions:

"Open then Save As" Conversion Method

2. In the **Drives** area of the dialog box, click once to pull down the drives list then click on the drive that contains the file you want to convert (Alt+v, arrow)
3. In the **Directories** area of the dialog box, click on the subdirectory that contains the file you want to convert (Alt+d, arrow). If the subdirectory that contains your file is not visible, select by clicking on (or highlighting and pressing Enter) the first subdirectory in your file's path. Notice the beginning of your file's path appears under **Directories**. Continue until you reach your file's subdirectory.
4. In the **List Files of Type** area of the screen, pull down and select the file type (Alt+t, arrow). The **Options** button will be bolded and available. Source options allow you to make minor changes to the file *before* viewing the image.
5. [OPTIONAL] To set Source Options, click on the **Options** button (Alt+o). If you want to learn more about the source options available, click on the following.

Source File Options

6. If you set options, click on **OK** or press Enter to return to the **Convert From** dialog box. Press Esc if you made no changes. In the **File Name** area of the screen, click on the file you wish to convert (Alt+n, Tab, arrow). Click on **OK** or press Enter. You will see the **Convert To** dialog box.
7. Select the **Drive** and **Directory** where you want Hijaak PRO to store your converted file.
8. [OPTIONAL] If you like, you can have Hijaak PRO pick a destination file type that works well with the software application you are using (i.e. PageMaker, Ventura Publisher, etc.). To allow Hijaak PRO to pick a file type for you, click on the **Applications** button; you will see the **Applications** dialog box. Click on the application you will be using, and click on **OK**.
9. If you do not do step 8, you will have to pick your own destination file type. Select **List Files of Type** and then select the file type to which you want to convert.
10. [OPTIONAL] If you wish to set destination file options, click on the **Options** button. If you wish to learn more about the destination options available, click on the following.

Destination File Options

11. [OPTIONAL] If you wish to preview what the converted file will look like after a

conversion, make sure you have specified everything else in the dialog box, then click on **Preview**. After a few moments, Hijaak PRO will show the converted image on the screen. When you have finished previewing, click on **Done!** If you like (and would like to save) the results, click on **OK**. If you would like to change the results, redo this procedure but change the options.

12. If you do not do step 11, click on **OK** to start the conversion process.

Convert "Command Line" Method

This method is one of three ways to convert a file using Hijaak PRO. To learn more about the other methods of converting a file, click on the following:

[How to Convert a File](#)

Use the Command Line Method if you wish to do batch conversions.

1. Click on either the **Run** command in the Windows Program Manager or the **Command** selection on the Hijaak PRO **File** menu.
2. Type **HJPRO [source filename] [destination filename]**. All wildcards that you can use in DOS, you can use in command line mode. This command converts the file using the current set file settings. The complete syntax for the command line is this:

HJPRO [path/source.ext] [path/destination.ext]

If you want to use specific settings when you convert the file, you must attach a set file. The complete syntax for the command line is then this:

HJPRO (path/source.ext) (path/destination.ext) (-setfile.set)

For information on set files, click on the following:

[Set Files](#)

For example, if the names of the PCX files you wish to convert all begin with IMAGE and are on the D drive, and you want to convert them to BMP files on the C drive in the LOOK subdirectory, and you want to load the Ventura Publisher set file, you would type the following:

HJPRO d:\image*.pcx c:\look\.bmp -ventura.set

If you are converting using the **Command** selection in the Hijaak **File** menu, you do not need to type the initial "HJPRO".

Note: Some Windows applications programs allow you to type a command line without exiting the application. If you are interested in doing this, check your software application's manual.

If you are interested in Printing in Batch, click on the following:

[Printing in Batch](#)

Set Files

In the **Setup** menu, the "**Load Settings**" and "**Save Settings**" commands refer to loading and saving set files.

Every time you convert a file or capture a screen, the options you have set are saved in a "set file." Those options become the default option settings for the next conversion. This means that, if you do not set new options, the next time you perform the same operation, Hijaak PRO will use these same option settings. This "sticky" feature of Hijaak PRO allows you to perform complex operations repetitively without having to repeatedly specify options.

Settings can produce unexpected results. If, for example, you have a lot of PCX files that you routinely convert to TIFF to import into Ventura Publisher, you might want to always substitute a magenta with a particular blue, and you might want to specify the Ventura Publisher application flavor of TIFF. This would work fine until you decide to perform the same operation (convert from PCX to TIFF) to import into PageMaker with no color changes necessary. When this happened, the settings for Ventura would "stick" and be executed for import into PageMaker, which is not what you would want.

To deal with this situation, you could set all the options for your Ventura Publisher conversion, perform the conversion, then save the settings as "ventura.set". This is described in **How to Save Settings**, below. You would then do the same for your PageMaker conversion, but save it as "pagemak.set". Then, before doing a PageMaker conversion, you would select **Load Settings** and select pagemak.set. Loading settings is described in **How to Load Settings**, below.

If you make many option changes, you may need to go back to the original defaults shipped with Hijaak PRO. This is described in **How to Re-load the Original Settings**, below.

How To Save Settings

1. Complete the operation with the settings you would like to save as the default. For example, set all the options and then either convert the file or capture the screen.
2. From the **Main** menu, pull down the **Setup** menu and click on **Save Settings** (Alt+s, s). You will see the **Save Settings** dialog box.
3. Hijaak PRO will look for the set file in the directory where Windows win.ini file is. Unless you are on a network and are sharing set files, you will probably want to leave the **Directories**, **Drives**, and **List Files of Type** areas of the window unchanged.
4. Click on the **File Name** area of the window (Alt+n). Type in the name under which you want to save your set file.
5. Click on **OK** or press Enter to save the set file.

How To Load Settings

1. When you need the saved settings, pull down the **Setup** menu and click on **Load Settings** (Alt+s, l). You will see the **Load Settings** dialog box.
2. Select the **Drive** and **Directory** where you saved the set file.
3. In the **File Name** area of the screen, click on the name of the set file you want to load (Alt+n, Tab, arrow to filename).
4. Click on **OK** or press Enter to load the set file.

How To Re-load The Original Settings

1. Before performing the operation to which you want to apply the original default settings, pull down the **Setup** menu and click on **Load Settings** (Alt+s, l). You will see the **Load Settings** dialog box.
2. Click on the **Defaults** button (Alt+f). The original settings are now loaded.

Printing in Batch

1. Select either the **Run** command in the Windows File Manager or the **Command** selection on the Hijaak PRO **File** menu (Alt+f, m).
2. Type **HJPRO [path/source.ext] PRN**. The Command Line accepts all DOS wild card characters. For example, if the names of the PCX files you want to print all begin with IMAGE and are on the D drive, and you want to print them to lpt1, you would type the following:

HJPRO d:\image*.pcx PRN

How to Capture a DOS Screen

Note: The following describes how to capture a DOS screen. If you wish to learn how to capture a Windows screen, click on the following: [How to Capture a Windows Screen](#)

Important: If you have never captured a DOS screen with Hijaak PRO, you will need to setup DOS capture *before* continuing. To do this click on the following. [How to Setup DOSCAP](#)

Hijaak PRO has two methods for capturing a DOS Screen. Method 1 uses the Hijaak PRO DOSCAP camera icon to "shell out" to DOS. Method 2 lets you exit Windows completely. Unless you are short on memory, use Method 1 since it is quicker.

Method 1: DOSCAP Icon

1. From the Windows Program Manager, double click on the DOSCAP camera icon. You will see the **DOS Capture** dialog box. You may want to change other options that you set in the setup procedure if your configuration has changed. Click on any that apply, then continue with step 2.

[If you do not have much disk space, click here.](#)

[If you have EMS memory and want to use it, click here.](#)

[If you are capturing output headed for your printer, click here.](#)

[If you do not want to use Alt+Ctrl to capture, click here.](#)

[If you are capturing text screens other than US standard or code page 850, click here.](#)

2. In the **Capture From** area of the screen, click on the **Screen** check box to select it (Alt+s), if it is not already selected.
3. Click on **OK** or press Enter. You will see an Instruction screen. Press Enter. You will see a DOS Prompt. If you are capturing printer output, click on the following: [How to Capture Printer Output](#)
If you are capturing a screen, continue with step 4.
4. Start the DOS application that contains the screen you wish to capture and bring up that screen.
5. Press the hotkeys (the default is Alt+Ctrl).
6. If you specified **Screen as well as Printer** in the **Capture From** area, you will see a menu prompting you to choose which output you want. Select **Screen**.
7. You will see a menu prompting you to fill in the path and filename of the file you will be creating by doing this capture. Type in the path and filename, with an IGF extension, then press Enter. You can convert the IGF capture file to other formats later. Tab to Exit and press Enter .
8. You can continue to capture screens by pressing the hotkeys and filling in the filename until you have captured everything you want. Hijaak PRO will automatically add 1 to the filename you specified in step 7 each time you capture. If, for example, you entered c:\screens\example1.igf as the first file in step 7, Hijaak PRO will make the next capture c:\screens\example2.igf .
9. When you are done, type: **Exit** and press Enter to return to Windows.

If you get an **Insufficient Memory** error you may want to modify the PIF file as described in your Windows documentation - or - you could use Method 2. To learn how to use method 2, click on the following:

[Method 2: Exiting to DOS](#)

How to Setup DOSCAP

1. From the **Main** screen pull down the **Capture** menu and select **DOS Capture Options** (Alt+c, d). You will see the **DOS Capture Options** dialog box.
2. In the **Graphics Card** area of the screen, select the graphics card that is in your computer (Alt+g, arrow).
3. You may want to change other options if you have one of the following situations. Click on any that apply, then continue with step 4.

[If you do not have much disk space, click here.](#)

[If you have EMS memory and want to use it, click here.](#)

[If you are capturing output headed for your printer, click here](#)

[If you do not want to use Alt+Ctrl to capture, click here](#)

[If you are capturing text screens other than US standard or code page 850, click here](#)

4. Select **OK** to accept your DOS capture configuration. .

Method 2: Exiting to DOS

1. From the Hijaak PRO Main screen, pull down the **Capture** menu and select **DOS Capture Options** (Alt+c, d). You will see the **DOS Capture Setup** dialog box. You may want to change other options if you have one of the following situations. Click on any that apply, then continue with step 2.

[If you do not have much disk space, click here.](#)

[If you have EMS memory and want to use it, click here.](#)

[If you are capturing output headed for your printer, click here.](#)

[If you do not want to use Alt+Ctrl to capture, click here.](#)

[If you are capturing text screens other than US standard or code page 850, click here.](#)

2. In the **Graphics Card** area of the screen, check that the card is the kind in your computer. If it is not, click on the area and scroll to your card (Alt+g, arrow).
3. In the **Capture From** area of the screen, check that **Screen** is selected if you intend to capture a screen. If it is not selected, click on the **Screen** check box to select it (Alt+s). If you are capturing printer output, click on the following:

How to Capture Printer Output

4. Click on **OK** or press Enter.
5. Exit Hijaak PRO.
6. Exit Windows.
7. From the DOS prompt type: **DOSCAP**. Press Enter.
8. Start the DOS application that contains the screen you wish to capture and bring up that screen.
9. Press the hotkeys (the default is Alt+Ctrl).
10. If you specified **Screen as well as Printer** in the **Capture From** area, you will see a menu prompting you to choose which output you want. Select **Screen**.
11. You will see a menu prompting you to fill in the path and filename of the file you will be creating by doing this capture. Type in the path and filename, with an IGF extension, then press Enter. You can convert to other formats later. Tab to Exit and press Enter .
12. You can continue to capture screens by pressing the hotkeys and filling in the filename until you have captured everything you want. Hijaak PRO will automatically add 1 to the filename you specified in step 7 each time you capture. If, for example, you entered c:\screens\example1.igf as the first file in step 7, Hijaak PRO will make the next capture c:\screens\example2.igf .
13. When you are done, exit your application and from the DOS prompt type: **EXIT**.

Conserving Disk Space During DOSCAP

To conserve disk space during DOSCAP, in the **DOS Capture** dialog box, select the **Compressed files** check box. (Alt+c). An **X** will appear in the selected box. Compressed files use less disk space, but need more processing time. If the drive where you have installed Hijaak PRO does not have much space, click on the **Temp Directory** area of the screen (Alt+d) and type in a drive, path and temp filename.

If, for example, if you have installed Hijaak PRO on the c drive and you have more space on the d drive, you could type the following:

d:\temp

Using EMS to Increase Speed During DOSCAP

To use EMS memory during DOSCAP, in the **DOS Capture** dialog box, select the **Max EMS** area and type in the amount of EMS memory (in Kbytes) that you wish to allocate to Hijaak PRO.

During DOSCAP, Capturing Output Headed for Your Printer

Hijaak PRO allows you to capture data headed for your lpt1 port. To use this feature, select **Printer** in the **Capture From** area of the **DOS Capture Options** dialog box. You may also wish to increase the **Printer Time-out**. The number you type in this area of the screen represents how many seconds Hijaak PRO will wait before assuming an application has finished printing.

Changing the DOSCAP Hotkeys

If you have a TSR or a macro that conflicts with Hijaak PRO's default Alt+Ctrl hotkey, you can change the hotkey combination. In the **DOS Capture Options** dialog box, in the **Hotkey** area of the screen, scroll through and select the combination you want.

Capturing Text Screens in Fonts Other Than US Standard or Code Page 850

By default, Hijaak PRO treats DOS text screen captures as vector text. This allows you to choose which IBM PC font (TPF file) you use. However, Hijaak PRO can only recognize text in US Standard characters or code page 850 characters as vector text. If you are capturing a DOS screen with fonts other than these, such as those of the Danish, Russian, or Japanese languages, click on the **Rasterize Text** (Alt+r) check box in the **DOS Capture Options** dialog box. Hijaak PRO will capture your text as a raster image rather than vector. You will not be able to change font type or size, but you will have an accurate representation of what is on your screen.

Note: Rasterized text screens result in larger IGF files than do standard DOS screen captures.

How to Capture Printer Output

1. From the Windows Program Manager, double-click on the DOSCAP camera icon. You will see the **DOS Capture Options** dialog box. You may want to change other options that you set in the setup procedure if your configuration has changed. Click on any that apply, then continue with step 2.

[If you do not have much disk space, click here.](#)

[If you have EMS memory and want to use it, click here.](#)

[If you do not want to use Alt+Ctrl to capture, click here.](#)

2. In the **Capture From** area of the screen, click on the **Printer** check box, if it is not already selected (Alt+p).
3. Click on **OK** or press Enter. You will see an Instruction screen. Press Enter. You will see a DOS Prompt.
4. Set up your application to print the desired file to the lpt1 printer port - *BUT DO NOT PRINT.*
5. Press the hotkeys (the default is Alt+Ctrl).
6. If you specified **Screen as well as Printer** in the **Capture From** area, you will see the DOSCAP menu. Use the arrow keys to highlight **Printer**, and press **Enter**.
7. You will see a menu prompting you to fill in the path and filename of the file you will be creating by doing this capture. Type in the path and filename, make the file extension IGF, then press Enter. You can convert to other formats later. Tab to Exit and press Enter .
8. Print as you normally would. Hijaak PRO will capture the output on the way to the printer.

How to View an Image

Open an Image as Follows:

1. Pull down the **File** menu. Click on **Open** (Alt+f, o). You will see the **Open** dialog box.
2. If you would like to use Hijaak Browser to search for and open an image, click on the Browser button. Hijaak Browser opens. For information, click on the following:

Opening Images from Hijaak Browser

3. In the **Drives** area of the dialog box, click once to pull down the drives list then click on the drive that contains the file you want to view (Alt+v, arrow).
4. In the **Directories** area of the dialog box, click on the subdirectory that contains the file you want to view (Alt+d, arrow). If the subdirectory that contains your file is not visible, select by clicking on (or highlighting and pressing Enter) the first subdirectory in your file's path. Notice the beginning of your file's path appears under **Directories**. Continue until you reach your file's subdirectory.
5. In the **List Files of Type** area of the screen, pull down and select the file type (Alt+t, arrow).

If the type of file you have selected has source image processing options available, the **Options** button will become bolded and available. Source options allow you to make minor changes to the image *before* viewing the image.

6. [OPTIONAL] If your format has options and you want to set them, click on the **Options** button (Alt+o). If you want to learn more about the source options available, click on the following.

Source File Options

7. If you set options, click on **OK** or press Enter to return to the "Open" dialog box. Press Esc if you made no changes. In the **File Name** area of the screen, click on the file you wish to open (Alt+n, Tab, arrow, Enter). Click on **OK** or press Enter. The source image appears on the screen.

Note: To select multiple files for viewing, hold down the Ctrl key and click on the filenames of the images you want to view. The files will open in the order of your selection.

If you would like information on what to do next, click on one of the following topics:

[How to Change the View](#)

[How to Edit the View](#)

[How to View Multi-Page Images](#)

[How to Print the View](#)

[How to Cut, Copy, or Paste Views To or From the Windows Clipboard](#)

[How to Work with Colors in an Image](#)

How to Edit the View

The **Edit** menu contains Hijaak PRO's editing commands. "Editing" allows you to change the file and save the changes. For example, if you want to crop an image, you can view the image, pull down the **Edit** menu, select **Crop**, crop the image, and then save the change by pulling down the **File** menu and selecting **Save**.

If you want to save the original image intact, and create a new, edited image, use the **File** menu **Save As** command instead of the **Save** command. Using **Save As** allows you to save the original image in the original format under a different name. It also allows you to "save" or convert the file into any of Hijaak PRO's file formats.

The following list gives the ways Hijaak PRO allows you to edit the view. Click on the following **Edit** menu options for more information.

Undo - reverses the last editing operation you performed.

Undo All - undoes all editing and color operations you performed on a vector image.

Rotate - rotates the image from 0-360 degrees.

Resize - changes the actual and the display size of the image.

Crop - clips the image to a rectangular area that you specify.

Change a Font - allows you to change text fonts in vector images.

Crop

Note - You will need a mouse to crop an image.

How to Find This Command

This command appears in the **E**dit menu. You will need to be viewing an image before you can select **C**rop.

Description and Use of This Command

You can crop the currently active image as follows:

1. Pull down the **E**dit menu and click on **C**rop (Alt+e, r). The cursor changes to the scissors icon. If you choose to cancel this function now, press **E**sc. Your cursor changes back to an arrow.
2. Move the cursor to any corner of the area you wish to crop.
3. Click and drag the mouse to create the area you wish to keep after cropping.
4. When you let go of the mouse button, the area outside the boundary you have defined will be gone.

Format Extensions

Use Within Hijaak PRO

The **Format Extensions** dialog box allows you to change which extensions Hijaak PRO associates with a particular format. If, for example, all your TIF files have the extension OTH, you could use this feature to make Hijaak PRO recognize OTH extensions as TIFF files.

Use in the Windows File Manager

In addition to the above, if you select the **Register** button, you can "associate" a file type in Windows File Manager. For example, you could configure Hijaak PRO so that when you double click on an OTH file in File Manger, you will immediately view the file (as a TIFF file) in Hijaak PRO. The **Register** option edits the OLE database.

To Change or Add Format Extension Associations

1. Pull down the **Setup** menu and click on **Format Extensions** (Alt+s, x). You will see the **Format Extensions** dialog box.
2. In the **Formats** list, scroll to the file format you want to associate with a particular extension (Alt+f, arrow). In the example above you would highlight TIFF.
3. Click on the **Extension** area (Alt+e). Type in the extension you would like to have associated with the highlighted format. In the example above you would type in OTH. If you have no more associations to do, and you do not want to register the association with File Manager, click on **OK** or press Enter to accept the association. You will return to the **Main** menu.
4. If you have another association to add, click on **Add** (Alt+a), then do steps 2 and 3 for each association you wish to add.

To Delete Format Extension Associations

If you want to delete an association, do steps 1 through 3 but in step 3 click on **Delete** (Alt+d) before clicking on **OK**.

To Register the Extension Associations with the Windows File Manager

1. If you want to register the association with Windows File Manager, click on **Register** (Alt+r). You will see the **Register** dialog box.
2. If you select **All Formats** (Alt+a), each time you double click on any Hijaak PRO-supported file in Windows File Manager, you will immediately view the file in Hijaak PRO. Click on **OK** or press Enter to return to the **Format Extensions** dialog box. Select **OK** again to accept your changes and return to the **Main** screen.

Vector and Raster Images Defined

There are two general types of graphics file formats -- vector and raster -- each is described below.

Vector images consist of drawing objects such as lines, circles, and squares. Vector images can also contain text whose font, unlike raster text, can be changed using Hijaak PRO's **Change a Font** feature. Vector images are usually created by CAD, drawing, charting, or graphing software applications.

Raster images consist of thousands of dots, called pixels, that are arranged in a rectangle called a bitmap. Raster images are usually created by scanners, or paint software applications. All fax formats are raster.

Metafiles are another format type that contain both raster and vector components. In the following conversion rule, Hijaak PRO treats metafiles like vector files.

Using Hijaak PRO you can convert from and to the following:

- a RASTER file format to a RASTER file format
- a VECTOR file format to a RASTER file format
- a VECTOR file format to a VECTOR file format
- all file formats to PostScript language

You **cannot** convert from and to the following:

- a RASTER file format to a VECTOR file format.

To find out if your image is in a raster, vector, or metafile format, with the image open and active, pull down the **File** menu and click on **Info** (Alt+f, i).

Hint: Convert metafile formats to raster formats. If you attempt to convert a metafile to a vector format, you may succeed in converting only a portion of the original image, or even none of the original image. This conversion problem is because metafiles may contain both raster and vector components, and Hijaak PRO cannot convert raster information to a vector format.

Change a Font

Note - You will need a mouse to change a font in an image.

How to Find This Command

This command appears in the **E**dit menu. You will need to be viewing a vector image or DOS text screen capture before you can select **Change a Font**.

Description and Use of This Command

You can only change fonts if your image is a vector image or a DOS text screen capture. You will also need to be using a mouse. You can change fonts to any TrueType font you have installed. To install TrueType fonts, see your Windows manual.

Change a Font as follows:

1. Make sure that the image you wish to edit is open and active.
2. Pull down the **E**dit menu and click on **Change Font**. The cursor will change to a pointing finger and selectable text will be highlighted. If you choose to cancel this function now, press **Esc**. The cursor will change back to an arrow.

Note: It is important to understand that text may not be described as text in the graphics file. Letters can also be drawn using lines, curves, or dots rather than being described as a computer code (ASCII) for a letter of the alphabet. When the letters are described using codes, the letters are called "text". Hijaak PRO can only select text that is described as "text" in the graphics file.

3. Move the cursor to a letter that has the font you want to change and click the mouse to select. Throughout the image all text with this font is highlighted and the selected text is surrounded by handles.
4. If you want, you can click on and drag the handles to change the width and height of the selected font *throughout the text*. For example, if you increase the height of the text by 20%, throughout the image all text in this font will increase in size 20%.

Warning: The font changes will be global. This means two things. First, all text with the font you have selected will change to your selected font. Second, If you save your changes in step 7, every time you open a file that has the currently active image's format, the font substitution will be done *automatically*. To change the font back, you will have to go through this procedure again.

5. To change the font, click once on the selected text. You will see the **Font Selection** dialog box.

Note: If you are editing a DOS text screen capture, you will see a **Source Options** dialog box instead of the Windows **Font Selection** dialog box. Click on **Help** if you need help with this dialog box.

6. Click on any font in the Windows **Font Selection** dialog box.
7. To make these font changes, click on **OK**. When you save the image, the font changes will be saved.

Resize

How to Find This Command

This command appears in the **E**dit menu. You will need to be viewing an image before you can select **Resize**.

Description and Use of This Command

Resize allows you to change the height and width of your image.

Resize an Image as Follows:

With the image you want to resize active, pull down the **E**dit menu and click on **Resize** (Alt+e, z). You will see the resize dialog box with the following options. For more information, click on an option.

[Units](#)

[Scaling](#)

[Maximum Width](#)

[Maximum Height](#)

[Distort Aspect](#)

[Horizontal Resolution](#)

[Vertical Resolution](#)

[Smoothing](#)

Rotate

How to Find this Command

1. While viewing an image, pull down the **E**dit menu and select **R**otate (Alt+e, r).
2. Click on the **R**otate button in the **P**rint **O**ptions dialog box.
3. Click on the **R**otate button in either the **C**onvert **T**o or the **S**ave **A**s **O**ptions dialog boxes.

Description and Use of this Command

Rotate allow you to rotate your image from 0-360 degrees

Rotate an Image as Follows:

1. Pull down the **E**dit menu and click on **R**otate (Alt+e, r). You will see the **R**otation **O**ptions dialog box.
2. In the **T**ype of **R**otation field, click on the **A**bsolute (Alt+a) or the **I**ncremental (Alt+i) radio button. **A**bsolute rotates the image from point zero. **I**ncremental rotates the image from its current location. For example, suppose you have rotated an image 90 degrees. After viewing it, you decides you would like to view it at 270 degrees. If you have **A**bsolute selected, type 270 into the **R**otation field. If you have **I**ncremental selected, type 180 into the **R**otation field $90+180=270$.
3. In the **D**irection field, select **C**lockwise (Alt+c) or **C**ounterclockwise (Alt+o).
4. In the **R**otation field, click on 0, 90, 180, or 270, or type a number between 0 and 360. The number of degrees you choose depends on what **T**ype of **R**otation and what **D**irection you select.
5. Click on **O**K.

Clone View

How to Find This Command

This command appears in the **V**iew menu. You will need to be viewing an image before you can select it.

Description and Use of This Command

When you clone an image, you make a second image, identical to the original. You might wish to clone an image if you are experimenting with image processing options. You might, for example, clone an image then change the contrast of the cloned image and compare with the original image to see the difference.

Clone an Image as Follows:

1. With the image you want cloned active, pull down the **V**iew menu and click on **C**lone **V**iew. (Alt+v, l)
2. Hijaak PRO creates a second window which also contains the current image. The title will be the same as the original with a ":" and a number appended to it. If, for example your original image were rose.pcx, the cloned image would be rose.pcx:2.
3. Click on the title bar of the image to make it active (Alt+Tab).

Undo

How to Find This Command

This command appears in the **E**dit menu.

Description and Use of This Command

Hijaak PRO allows you to "undo" the last editing or color operation you performed.

How to Undo an Editing Change:

1. Pull down the **E**dit menu. Click on **U**ndo (Alt+e, u). The effect of your last editing or color operation will be removed.
2. If available, use **U**ndo repeatedly to erase the editing operations in reverse order. If this type of reverse editing is not available, the undo command changes to **R**edo.

Undo All

How to Find This Command

This command appears under the **E**dit menu.

Description and Use of This Command

Hijaak PRO allows you to undo all the viewing and editing changes you have made on a vector image.

Note: This command is ghosted if you are viewing and editing a raster image.

How to Undo all Editing Changes

Pull down the **E**dit menu. Click on **Undo All** (Alt+e, n).

How to View Multi-Page Images

If you are viewing a multi-page image, you can move to the next or previous page using either the keyboard.

KEYBOARD If you are using the keyboard, press Page Up and Page Down to move through the image. Press Ctrl + Page Up Ctrl + Page Down to move to the top of the previous page and the top of the next page respectively. Press Home to move to the top of the current the page. Press End to move to the bottom of the page. Press Ctrl + Home and Ctrl + End to move to the top of the first page and the bottom of the last page, respectively.

How to Print the View

Hijaak PRO allows you to print the active view. If you have edited the view, the edited view will print. Print the active view to the printer as follows:

1. Make sure the view you wish to print is on the screen and active.
2. Pull down the **File** menu and click on **Print** (Alt+f, p). You will see the **Print** dialog box.
3. Make sure that the printer specified is the one to which you want to print. If you want to select another printer, click on **Setup** and specify the printer before going on to step 4 (Alt+s).
4. For multi-page images, in the **Print Range** area, click on either **All** to print all pages (Alt+a), or **Pages**, to print a range of pages (Alt+p). If you select **Pages**, enter the beginning and ending page in the **From** and **To** areas (Alt+f, Alt+t).
5. If you are printing to a printer that supports print quality, you can select **High**, **Medium**, or **Low** print quality in the **Print Quality** area. If your printer does not support these **Print Quality** choices, you will see a dots per inch (dpi) value in this field.
6. If you are printing to a file, click on **Print to File** (Alt+l). If you do this you will be prompted for a filename.
7. To select options, click on the **Options** button. For more information on Options, click on the following: [Print Options](#)
9. Click on **OK** or press Enter to print.

Print Options

How to Find This Dialog Box

In the **Print** dialog box, select the **Options** button. (Alt+f, p, o)

Description and Use of This Option

This dialog box contains options that allow you to change how the printed image will appear. These options will not change or edit the view, only the printed image.

For more information, click on one of the following:

[Top/Left \(Print Position\)](#)

[Center](#)

[Maximum Width/Height \(Print Size\)](#)

[Fast Print](#)

[Units](#)

[Smoothing](#)

[Grayscale](#)

[All Colors to Black](#)

[Reverse Black and White](#)

[Invert Colors](#)

[Reveal Background Color Objects](#)

[Contrast/Brightness](#)

[Reduce Colors](#)

[List Color Changes](#)

[Rotate](#)

[Curve Quality](#)

Note on Units You cannot select **Multiples** from the **Units** area of the **Print Options** dialog box. This may cause problems if you need a raster image to print at a 1:1 aspect ratio (the default print size is 5" wide). To print the image with 1:1 scaling, find out the resolution of the image by pulling down the **File** menu and clicking on **Info** (Alt+f, i). In the **Print Options** dialog box, select **Pixels** from the **Units** area. In the **Maximum Height** and **Maximum Width** areas, type the resolution information that you learned from the **Info** dialog box.

Fast Print

How to Find this Option

This option appears in the **Print Options** dialog box.

Description and Use of this Option

Fast Print allow the printer to handle color processing and scaling a file, thereby allowing it to print faster. To select this option, click on the **Fast Print** check box (Alt+p).

Top/Left (Print Position)

How to Find this Option

This option appears in the **Print Options** dialog box.

Description and Use of this Option

Hijaak PRO centers the image on the page by default, but allows you to change that position. You cannot position any part of the printed image off the page. In the **Print Options** dialog box a thumbnail image placed in a box representing your page changes dynamically as you change the position of your image.

To Change Print Position:

1. Click in the **Top** area (Alt+o). Type the number of units you would like the printed image offset from the top of the page. You will see the thumbnail change position in relation to the page.
2. Click in the **Left** area (Alt+f). Type in the number of units you would like the image offset from the left side of the page. You will see the thumbnail change position in relation to the page.
3. Click on OK to return to the **Print** dialog box.

Note: You may also position the image by clicking on the thumbnail and dragging it to a new position.

Center

How to Find this Option

This option appears in the **Print Options** dialog box.

Description and Use of this Option

Hijaak PRO centers the image on the page by default. If you change that position, you can reset it back to center by clicking on the **Center** button (Alt+n).

Maximum Height/Width (Print Size)

How to Find this Option

This option appears in the **Print Options** dialog box

Description and Use of this Option

Hijaak PRO prints your image using the sizing information contained in the file by default, but allows you to change size by specifying height and width for the printed image. In the **Print Options** dialog box a thumbnail image placed in a box representing your page changes dynamically as you change the size of your image.

To Change Print Size:

1. Click in the **Maximum Width** area (w). Type a new width for the image. You will see the frame change size.
2. Click in the Maximum **H**eight area (h). Type a new height for the image. You will see the frame change size.
3. Click on OK to return to the **Print** dialog box.

Note: To change size, you may also click on any of the eight handles surrounding the thumbnail and drag.

How to Work with Colors in an Image

The **Colors** menu contains Hijaak PRO's color editing commands. Like editing working with colors allows you to change the file and save the changes. For example, if you want to make an image gray, you can view the image, pull down the **Colors** menu, select **Grayscale**, and then save the change by pulling down the **File** menu and selecting **Save**.

If you want to save the original image intact, and create a new, edited image, use the **File** menu **Save As** command instead of the **Save** command. Using **Save As** allows you to save the original image in the original format under a separate name. It also allows you to "save" or convert the file into any of Hijaak PRO's file formats.

The following list gives the ways Hijaak PRO allows you to work with colors in an image. Click on any of the following **Colors** menu options for more information.

Change a Color- allows you to change any color in an image

List Color Changes - allows you to verify and edit any colors you have made.

Contrast/Brightness - allows you to manipulate light and dark areas of the image.

Reduce Colors - allows you to increase or decrease the number of colors in an image.

Grayscale - forces all colors in the image to shades of gray.

All Colors to Black - replaces all colors in the image with black.

Reverse Black and White - replaces all black in an image with white and all white with black.

Invert Colors - inverts all colors in an image, creating a "negative."

Reveal Background Color Objects - inverts the color of objects that are the same color as the background, and thereby reveals them.

Change a Color

Note - You will need a mouse to change a color in an image.

How to Find This Command

When you are viewing an image, this command becomes available in the **C**olors menu.

Description and Use of This Command

You can only change colors if your currently active image is a raster image or a non-dithered vector image. To find out if your image is in a raster format, make sure you are viewing the image, and it is active. Pull down the **F**ile menu and click on **I**nf~~o~~. The **F**ormat **C**lass area of the pop up box will tell you the type of graphics file you are viewing. If your image is a dithered vector image, this menu option will be ghosted.

Change a Color as follows:

1. Make sure that the image you wish to edit is open and active.
2. Pull down the **C**olors menu and click on **C**hange **C**olor. The cursor will change to the eyedropper icon. If you choose to cancel this function now, press **E**sc. The cursor will change back to an arrow.
3. Move the cursor to the color you wish to change and click the mouse to select. You will see the **C**olor dialog box.
4. [OPTIONAL] If you want to create a color that is not in the **C**olor **P**alette, click on the **D**efine **C**ustom **C**olors button (Alt+d). The dialog box will expand and you will see a refiner box and a luminosity bar. Drag the cursor in the color refiner box and the arrow beside the luminosity bar to define your color.

You can also change colors by typing values into the **R**ed, **G**reen and **B**lue boxes (Alt+r, Alt+g, Alt+b), or the **H**ue, **S**at (saturation) and **L**um (Luminosity) boxes (Alt+h, Alt+s, Alt+l).

The color you create is shown in the left side of the **C**olor/**S**olid box. Double-click on the right side of the box to use the solid color closest to the one you have created.

Click on **A**dd **C**ustom **C**olor (Alt+a). You will see the color you created in the **C**ustom **C**olor **P**alette.

5. Click on the replacement color.
6. Click on **O**K. Every place the selected color appears in the image, it will be replaced with the replacement color.

List Color Changes

How to Find This Dialog Box

1. If you view an image, pull down the **Colors** menu and select **List Color Changes**, you will see this dialog box.
2. If you click on the **List Color Changes** button in the **Convert To** or **Save As... Options** dialog box, you will see this dialog box.
3. This option will also appear if you click on the **List Color Changes** button in the **Print Options** dialog box.

Description and Use of This Dialog Box

You can see, modify, or delete the color changes you have made. Obviously, if you have made no changes, none will be listed. To edit color changes, pull down the **Colors** menu and click on **List Color Changes**. You will see a list of the color changes that have been made to the active image. You can modify the changes by clicking on **Modify** (Alt+m), or you can delete all color changes by clicking on **Clear** (Alt+c). If you click on **Delete** (Alt+d), the highlighted color change will be deleted.

You can also select whether to apply the listed color changes to your particular image or conversion by clicking on the **Apply Color Changes** check box (Alt+a).

Grayscale

How to Find this Option

1. When you are viewing an image, this option becomes available in the **Colors** menu.
2. If you click on the **Options** button in the **Convert To** or **Save As...** dialog box, you will see this option.
3. This option will also appear if you click on the **Options** button in the **Print** dialog box.

Description and Use of this Option

To force an active image to a grayscale with the same number of grays as the colors were in the image, pull down the **Colors** menu and select **Grayscale** (Alt+o, g). A check appears next to that menu item and the image immediately become a grayscale.

To force an image that you are converting or printing to a grayscale, click on the **Grayscale** check box in the **Options** dialog box.

All Colors to Black

How to Find this Option

1. When you are viewing an image, this option becomes available in the **Colors** menu.
2. If you click on the **Options** button in the **Convert To** or **Save As...** dialog box, you will see this option.
3. This option will also appear if you click on the **Options** button in the **Print** dialog box.

Description and Use of this Option

This option is useful if you have an image with very light foreground colors and a white background, and you want to print it. In this case, All Colors to Black functions to force all colors to black, while leaving white alone, thereby yielding good results when printing. All Colors to Black is most commonly used for printing CAD drawing on black and white printers, because it forces lines to appear as solid black rather than as dithered gray.

This option is also useful if you have a 2-color DOS text screen capture in which the colors are similar. In this case, All Colors to Black analyzes the image and forces the lighter color to white and the darker color to black.

To Force All Colors to Black:

To force all colors in the active image to black, pull down the **Colors** menu and select **All Colors to Black** (Alt+o, c). To force all colors to black in an image that you are either printing or converting, click on the **All Colors to Black** check box in the **Options** dialog box.

Reverse Black and White

How to Find this Option

1. If you view an image, pull down the **Colors** menu and select **Reverse Black and White**.
2. If you click on the **Options** button in the **Convert To** or **Save As...** dialog box, you will see this option.
3. This option will also appear if you click on the **Options** button in the **Print** dialog box.

Description and Use of this Option

This option replaces all black in an image with white, and all white with black.

To reverse black and white in the active image, pull down the **Colors** menu and select **Reverse Black and White** (Alt+o, r). To reverse black and white in an image that you are either printing or converting, click on the **Reverse Black and White** check box in the **Options** dialog box.

Reveal Background Color Objects

How to Find this Option

1. If you view an image, pull down the **Colors** menu and select **Reveal Background Color Objects**.
2. If you click on the **Options** button in the **Convert To** or **Save As...** dialog box, you will see this option.
3. This option will also appear if you click on the **Options** button in the **Print** dialog box.

Description and Use of this Option

When a vector image contains objects - lines, circles, etc. - that are the same color as the background, these objects become hidden. Reveal Background Color Objects allows these objects to be revealed by inverting the color of the hidden objects.

To reveal hidden objects in the active image, pull down the **Colors** menu and select **Reveal Background Color Objects** (Alt+o, v). To reveal hidden objects in an image that you are either converting or printing, click on the **Reveal Background Color Objects** check box in the **Options** dialog box.

Contrast and Brightness

How to Find this Dialog Box

1. If you view an image, pull down the **Colors** menu and select **Contrast and Brightness**, you will see this dialog box.
2. If you click on the **Contrast and Brightness** button in the **Convert To** or **Save As... Options** dialog box, you will see this dialog box.
3. This option will also appear if you click on the **Contrast and Brightness** button in the **Print Options** dialog box.

Description and Use of this Dialog Box

This option allows you to increase or decrease the differences among light and dark colors in an image. Contrast and Brightness and related options are similar to those that would be available to someone developing photographs in a darkroom.

If you are adjusting contrast and brightness settings in either the active image or an image you are converting using the Save As method, you will see a thumbnail representation of your image that changes dynamically as you change your brightness and contrast settings. If you are adjusting contrast and brightness in an image you are converting using the Convert method, you will see an Intensity Curve. The Intensity Curve is a graphical display that represents the results of your settings.

Click on the option about which you want more information:

[Contrast](#)

[Brightness](#)

[Gamma Correction](#)

[Histogram Equalization](#)

Reduce Colors

How to Find this Dialog Box

1. If you view an image, pull down the **Colors** menu and select **Reduce Colors**. you will see this dialog box.
2. If you click on the **Reduce Colors** button in the **Convert To** or **Save As... Options** dialog box, you will see this dialog box.
3. This option will also appear if you click on the **Reduce Colors** button in the **Print Options** dialog box.

Description and Use of this Dialog Box

This option allows you to specify how colors will appear in your image, including the following options. Click on the options about which you want more information.

Number of Colors
Reduction Method
Optimize Palette
Screen Frequency

How to Cut, Copy, or Paste Views To or From the Windows Clipboard

Hijaak PRO allows you to cut, copy, and paste images between Hijaak PRO and the Windows Clipboard.

You can cut or copy to the Clipboard and open another application without closing Hijaak PRO. Then, when you paste in that application, Hijaak PRO will provide the image either in the format requested by the pasting application or in the format that you specify. If you cut or copy an image, then attempt to exit Hijaak PRO, you will be asked in what format you wish to save the cut or copied image.

Cut an Image to the Windows Clipboard as Follows:

1. Pull down the **E**dit menu and click on **C**ut (Alt+e, t).
2. The current image will be copied to the Windows Clipboard and the current Hijaak image window will close.

Copy an Image to the Windows Clipboard as Follows:

1. Pull down the **E**dit menu and click on **C**opy (Alt+e, c).
2. The current image will be copied to the Windows Clipboard and the current Hijaak image window will remain open.

Copy an Image to the Windows Clipboard, and Select Image Format as Follows:

1. Pull down the **E**dit menu and click on **C**opy **A**s (Alt+e, a). You will see the **Select Clipboard Format** dialog box.
2. Click on the format appropriate for your image.
3. Click on the **O**ptions button to select processing options. For more information on processing options, click on the following:

Destination Processing Options

4. Click on OK. The current image will be copied to the Windows Clipboard in the format that you selected, and the current Hijaak window will remain open.

Note: Hijaak PRO registers the image when you cut or copy to the clipboard. "Registering" means that Hijaak PRO becomes ready to convert the image to any Hijaak PRO-supported format requested by the pasting application. If you exit Hijaak PRO after a copy or cut, you will see the **Select Clipboard Format** dialog box, just as if you had selected **Copy As**. Select the format to use for rendering and click on OK. Hijaak PRO copies the image to the Clipboard and then exits.

Paste into Hijaak PRO from the Windows Clipboard as Follows:

1. Make sure that an image is available in the Windows Clipboard.
2. Pull down the **E**dit menu and click on **P**aste (Alt+e, p).
3. Hijaak PRO creates a new image window titled "Paste" and pastes the clipboard image into it.
4. To give the image a new name, pull down the **F**ile menu and click on **S**ave **A**s (Alt+f, a).

How to Change the View

Hijaak PRO allows you to rearrange the currently active view without changing the file.

Change the View as Follows:

Changing the view will change what is displayed without changing the file. From the Hijaak PRO **Main** screen, pull down the **View** menu (Alt+v). This menu allows you to manipulate the displayed image. You can **Zoom in** (i) on or **Zoom out** (o) of an area of the screen, or **Zoom 1 to 1** (z). You can also remove everything from the screen except your image (i.e. frame, title bar, menu, status bar, etc.) by selecting the **Image Only** (m) option. A single click of the mouse (or Esc) will return you to the previous view. You can have Hijaak PRO center the view around any point that you choose: click on **Center View**, then click on an area of the screen, Hijaak PRO will center your image around this point. You must have a mouse to center the view.

You can also clone the view. For more information on cloning a view, click on the following:

[Clone View](#)

Hijaak PRO also allows you to institute global viewing changes. Click on the following for more information:

[Auto Scale](#)

Auto Scale

How to Find This Command

1. Pull down the **V**iew menu, click on **A**uto **S**cale. (Alt+v, a) You will see a side menu with **A**uto **S**cale options.
2. In either the **O**pen... or the **C**onvert **F**rom dialog boxes, click on the **O**ptions button. (Alt+f, o, o) or (Alt+f, v, o) You will see a dialog box containing **A**uto **S**cale options.

Description and Use of This Command

Hijaak PRO allows you to select how the image will appear on the screen in various scaling situations. Aspect ratio will not be distorted in any of the Auto Scale options.

Scale the View as Follows:

1. Pull down the **V**iew menu and click on **A**uto **S**cale (Alt+v, a).
2. You will see a side menu with the following options: **O**ff (o), **S**cale to **W**indow (s) and **P**age in **W**idth (p). Click on the scaling option you want to use; one scaling option will always be selected. A check appears next to the selected item.

Off - This option may restrict your view of certain portions of the image as the window size and shape are changed. This option is useful if you wish to avoid any scaling of your image.

Scale to Window - This option allows images to fit in the Main window when the Main window size is changed, with the viewed portion scaling to the window. This option is useful if you want to view the entire image in your Main window. It also allows you to resize the view as large as you would like. This option requires additional processing time over the **Off** selection.

Page in Width - This option allows images that are normally larger than your Main screen to view in the width of the screen. This option is useful if you're viewing faxes or other page oriented images. This option requires additional processing time over the **Off** selection.

Note: The **Auto Scale** selection has no effect on images that are normally smaller than the Main screen. Those images will view at their normal size.

Applications

How to Find This Option

This option appears if you are converting a file by pulling down the **File** menu and clicking on either the **Save As** (Alt+f, a) or **Convert** (Alt+f, v) command. The **Applications** button is in the **Save As** or **Convert To** dialog box.

Description and Use of This Option

If you want, Hijaak PRO will select a destination file format that will usually import well into the application you are using. If you click on **Applications** (Alt+a), you will see a list of applications into which you might want to import your converted file. If you scroll to and select one of these applications, Hijaak PRO will pick a destination format that usually works well with that application.

Destination Processing Options

If you click on the **Options** button in either the **Convert To** or **Save As...** dialog boxes, you will see some of the following options. Which options you see and whether options are available depend on the format type of your destination file.

Hint: When setting options, set **Units** first.

In the following alphabetical list, click on the option about which you want to learn more.

[All Colors to Black](#)

[Applications](#)

[Coarse/Fine \(Fax only\)](#)

[Compress](#)

[Contrast and Brightness](#)

[Curve Quality](#)

[Custom \(TIFF only\)](#)

[Distort Aspect \(Width/Height\)](#)

[Embedded View for PostScript Language \(EPS\) Files](#)

[Flavor](#)

[Grayscale](#)

[Horizontal Resolution](#)

[Invert Colors](#)

[List Color Changes](#)

[Maximum Height](#)

[Maximum Width](#)

[Quality\(JPEG only\)](#)

[Reduce Colors](#)

[Reveal Background Color Objects](#)

[Reverse Black and White](#)

[Rotate](#)

[Scaling](#)

[Smoothing](#)

[Stroke Fonts](#)

[Units](#)

[Vertical Resolution](#)

Quality (JPEG only)

How to Find this Option

This option appears in the **Convert To** or **Save As Options** dialog boxes if you are converting to JPG.

Description and Use of this Option

When you convert to the JPG format, the file you create will be compressed using JPEG compression. JPEG is a "lossy" compression; that is, you can compress the file as much as you need to, but some information in the file will be lost as a result.

The **Quality** option allows you to determine how much information is okay to lose.

The setting for **Quality** ranges from 2 to 255, with 2 being very high quality, and 255 being very low. The default setting of 20 should yield good results in most cases. The higher the quality setting, the better the quality of the image, but the larger the file. To set quality, click in the **Quality** area (Alt+q) and type in your desired setting.

Compress

How to Find this Option

This option appears in the **Convert To** or **Save As Options** dialog boxes if you are converting to either PCL or IGF.

Description and Use of this Option

This option makes files smaller by compressing them. PCL files are compressed using white space removal and IGF files are compressed using LZW compression. If you select this option, your files may take longer to convert or open. To compress PCL or IGF files, click on the **Compress** check box (Alt+p).

Flavor

How to Find this Option

This option appears in the **Convert To** or **Save As Options** dialog boxes if you are converting to one of the following formats: CGM, EPS, GEM, ICA, JPG, MAC, MSP, TIF, BMP, WMF, or WPG.

Description and Use of this Option

Some formats have several variations. These variations are called "flavors." Even though different flavors of a format, such as CGM, are still CGM, they may not be compatible with all applications that support CGM. To be certain that your application can read the format that Hijaak PRO outputs, Hijaak PRO provides the **Flavors** option. In the **Flavors** field, pull down and click on the flavor compatible with your destination application.

Histogram Equalization

How to Find This Option

1. If you view an image, then pull down the **Colors** menu and select **Contrast and Brightness** you will see this option.
2. If you click on the **Contrast and Brightness** button, in either the **Convert To** or **Save As... Options** dialog box, you will see this option.
3. This option will also appear if click on the **Contrast and Brightness** button in the **Print Options** dialog box.

Description and Use of This Option

Select this option if you want to bring out detail in an image that appears to be the same color or colors through out the image. To bring out this detail, histogram equalization analyzes the colors in the image. Colors that are very close in value (i.e., they look very similar) are distributed over the spectrum of colors in the image.

To select **Histogram Equalization**, click on the **Histogram Equalization** check box (Alt+q).

When you select this option, the **Contrast, Brightness** and **Gamma Correction** options are disabled.

Embedded View for PostScript Language Files

How to Find This Option

This option only appears if you are converting a file to the EPS format.

Description and Use of This Option

EPS files without an embedded view are normally not viewable in application programs. If you are converting a file to the EPS format, you may wish to be able to view a representation of your destination file. Hijaak PRO does this by inserting a small bitmapped file. This option will allow you to view the file in an application that will view "viewable EPS" files. Remember that you will not be able to view the EPS file itself, only the bitmapped representation of it.

Note: You cannot print an EPS file with an embedded view directly to a Postscript Language printer. You must print it from within your software application.

Curve Quality

How to Find This Option

This option appears in the **Options** dialog box when you are performing a **Convert to** or **Save As** from the **File** Menu. You must be converting from and to a vector format. This option also appears as a viewing preference if you select **Preferences** from the **Setup** menu.

Description and Use of This Option

This option determines the smoothness of the lines Hijaak PRO will create in a destination file. **Curve Quality** is only valid when converting or viewing files that contain a special kind of complex curve called a Bezier curve. If your image does not contain Bezier curves, then this option will have no effect on the image. The three quality selections are **Fine**, **Medium** and **Coarse**. The finer the line, the longer the processing time during conversion and the larger the resulting file, but the better the image quality will be.

To specify this option, click on the desired fineness in the **Curve Quality** area of the dialog box (Alt+q, arrow).

Custom

How to Find This Option

Click on the **Custom** button in the **Save As or Convert To Options** dialog box. This option will only appear if you are converting to the TIF file format.

Description and Use of This Option

When you are converting a file to the TIF format, you may not know which of the many TIF "flavors" you wish your file to have. Flavors are variations in a format. Even though different flavors of TIF, are still TIF, they may not be compatible with all applications that support it. If you have a TIF file that works with your application, Hijaak PRO can scan that file and "learn" how to produce TIF files of that type. Then, when you convert, Hijaak PRO will convert to that particular flavor.

1. Click on **Options** (Alt+o) in the **Convert To** or **Save As** dialog boxes. You will see the TIF options dialog box.
2. Select the **Custom** Button (Alt+u).
3. You will see a dialog box similar to the **Open** dialog box. Select a sample file of the desired TIF flavor then select **OK**.
4. Enter the application name that you wish to give the flavor, and press Enter.
5. Hijaak PRO will analyze the file and the new custom flavor will become the default application flavor in the TIF output options box.

Coarse/Fine

How to Find This Option

This option will only appear if you are converting to a fax file format. This option appears in the **Options** dialog box when you are performing a **Convert** or **Save As** from the **F**ile menu.

Description and Use of This Option

If you are converting to a fax format, the resolution and size options in this dialog box are replaced by **Coarse** and **Fine** buttons. The fine mode is 200 dpi. vertically and horizontally. The coarse mode is 200 dpi. vertically and 100 dpi. horizontally. Select the fax mode you desire.

Note: Hijaak PRO can detect variations from the standard 200 dpi and 100 dpi settings and will produce correct results.

Distort Aspect (Width/Height)

How to Find This Option

This option appears in the **Options** dialog box when you are performing a **Convert** or **Save As** from the **File** Menu. It also appears as a processing option if you select **Resize** from the **Edit** Menu.

Description and Use of This Option

After setting **Distort Aspect**, you must specify **Distort Aspect Ratio** in the **Scaling** area of the dialog box. For more information on **Scaling**, click on the following:

[Scaling](#)

To specify this option, enter a number in the field. Entering a number greater than 1 will distort the image's aspect ratio by making the image wider. Entering a number that is less than 1 will distort by making the image taller. For example, entering **2** would make the image twice as wide. Entering a **.5** would make it half as wide and twice as tall.

Maximum Height

How to Find This Option

This option appears in the **Options** dialog box when you are performing a **Convert** or **Save As** from the **File** menu.

Description and Use of This Option

NOTE: MAC files are a fixed size and cannot be changed.

Before setting this option, set the **Units** option, then set the scaling option. Either **Maximum Height** or **Maximum Width** options can be disabled based on what you set for **Scaling**. For more information on scaling, click on the following:

[Scaling](#)

To specify this option, enter the desired height of your destination file. The unit of measure will be the one you specified in the **Units** area of the dialog box.

Horizontal Resolution

How to Find This Option

This option appears in the **Options** dialog box when you are performing a **Convert** or **Save As** from the **File** Menu. It also appears as a processing option if you select **Resize** from the **Edit** menu (Alt+e, z).

Description and Use of This Option

Since this option requires you to enter a unit of measure, set the **Units** option in the same dialog box before setting this option. You will only be able to set **Resolution**, if the unit of measurement you choose is either inches or centimeters.

To specify this option, enter the horizontal resolution of your destination file. This will be in either Dots Per Inch (DPI) or Dots Per Centimeter (DPCM), depending on the units you have selected.

Invert Colors

How to Find This Option

1. If you view an image, then pull down the **Colors** menu and select **Invert Colors** you will see this option.
2. If you click on the **Options** button, in either the **Convert To** or **Save As... Options** dialog box, you will see this option.
3. This option will also appear if you pull down the **File** menu, select **Print**, then click on the **Options** button.

Description and Use of This Option

Invert will invert all colors in an image and create a negative of that image. To select invert, pull down the **Colors** menu and click on **Invert Colors** (Alt+o, i), or in a dialog box, click on the **Invert Colors** check box (Alt+i).

Scaling

How to Find This Option

This option appears in the **Options** dialog box when you are performing a **Convert** or **Save As** from the **File** Menu. It also appears as a sizing option if you select **Resize** from the **Edit** Menu.

Description and Use of This Option

If you wish to specify the dimensions of your destination file, select scaling as follows:

MAINTAIN ASPECT RATIO: This option is the default **Scaling** setting in the **Resize** dialog box. It is not available in the **Convert To** or **Save As** dialog boxes. When this option is selected, Hijaak PRO reads the height you enter and calculates the width without distorting the aspect ratio; or, Hijaak PRO reads the width you enter and calculates the height without distorting the aspect ratio.

FIT IN WIDTH: Select this if your destination file must fit into a specific width. Hijaak PRO reads the width you enter in the width field and calculates the height for your destination file without distorting the aspect ratio.

FIT IN HEIGHT: Select this if your destination file must fit into a specific height. Hijaak PRO reads the height you enter in the height field and calculates the width for your destination file without distorting the aspect ratio.

FIT IN FRAME: Select this if your destination file must fit into a specific height and width (or "frame") without the image being distorted. Hijaak PRO reads the height and width you enter in the height and width fields and then makes the largest image that fits into this frame without distorting the aspect ratio.

DISTORT TO FRAME: Select this if your destination file must fit into a specific height and width (or "frame") and distorting the image to do this is okay. Hijaak PRO reads the height and width you enter in the height and width fields and then makes the file fit into this frame, possibly distorting the aspect ratio.

DISTORT ASPECT RATIO: Select this if you wish to allow distortion of the aspect ratio. Then set the Distort Aspect (Width/Height) option. To learn about the Distort Aspect (Width/Height) option click on the following: [Distort Aspect \(Width/Height\)](#)

FIT IN DISPLAY: Select this if you want your image to match the size of your display. For example, if your display is 640x480, and you select this option, your image becomes 640x480, regardless of its original size. Hijaak PRO distorts the aspect if necessary, even if you did not select the Distort

Aspect option.

Note: You may not be able to view the entire image in the Hijaak PRO Main screen.

FIT IN DISPLAY WIDTH: Select this if you want your image to fit in the width of your display. Hijaak PRO calculates the height without distorting aspect ratio.

Note: You will not be able to view the entire image in the Hijaak PRO Main screen.

FIT IN HIJAAK WINDOW: Select this if you want your entire image to view in the Hijaak PRO Main screen. Hijaak PRO maintains the aspect ratio.

Note: If you have selected the **Auto Scale/Scale to Window** option from either the **Open** dialog box or the **View** menu, the entire image will view in the Hijaak PRO main screen. However, **Auto Scale** only changes the view; **Fit in Hijaak Window** changes both the view and the image.

FIT IN HIJAAK WIDTH: Select this if you want your image to fit in the width of the Hijaak PRO Main screen. Hijaak PRO calculates the height without distorting the aspect ratio.

Note: If you have selected the **Auto Scale/Page in Width** option from either the **Open** dialog box or the **View** menu, the image will view in the width of the Hijaak PRO main screen. However, **Auto Scale** only changes the view; **Fit in Hijaak Width** changes both the view and the image.

Screen Frequency

How to Find This Option

1. If you view an image, then pull down the **Colors** menu and select **Reduce Colors** you will see this option (Alt+e, s).
2. If you click on the **Reduce Colors** button, in either the **Convert To** or **Save As... Options** dialog box, you will see this option.
3. This option will also appear if you click on the **Reduce Colors** button in the **Print Options** dialog box.

Description and Use of This Option

This option is only available if you have selected **Halftone** as the reduction method. Since this option requires you to enter a unit of measure, set the **Units** option on the previous dialog box to inches before setting this option.

If you select Halftone as the reduction method and do not specify a value for screen frequency, Hijaak PRO calculates the number of unique colors or grays in an image, and will automatically calculate an appropriate screen frequency for your image.

Screen frequency is the Lines Per Inch (LPI) of your output device. There is a proportional relationship between resolution (horizontal and vertical), screen frequency and the number of grays in your output. The formula for this is:

$$\text{GRAY LEVELS}=(\text{RESOLUTION}/\text{SCREEN FREQUENCY})^2$$

For example: If you have a 300 Dot Per Inch (DPI) resolution printer, and you set your screen frequency to 150 LPI, your printer output will have 4 grays. If you change your screen frequency to 75 LPI, your printer output will contain 16 grays, but it will have a coarser grain than the first example. If you want more grays with a fine grain, increase the resolution by printing out to an imagesetter with high resolution (1200 DPI or higher).

If you set screen frequency, you should set horizontal and vertical resolution of your file to match your output device. To learn about those options, click on the following:

[Horizontal Resolution](#)

[Vertical Resolution](#)

Smoothing

How to Find This Option

This option appears in the **Options** dialog box when you are performing a **Convert** or **Save As** from the **File** Menu. It also appears as a processing option if you select **Resize** from the **Edit** menu (Alt+e, z).

Description and Use of This Option

Edge smoothing reduces the jagged appearance of some raster images during scaling a raster file. The process, also known as "anti-aliasing," reduces the contrast by inserting small amounts of an intermediate color at boundaries between colors.

To select smoothing, click on the **Smoothing** check box.

Units

How to Find This Option

This option appears in the **Options** dialog box when you are performing a **Convert** or **Save As** from the **File** menu. It also appears as a processing option if you select **Resize** from the **Edit** menu (Alt+e, z). You can also set units globally by pulling down the **Setup** menu and select **Preferences** (Alt+s, p).

Description and Use of This Option

"Units" is the unit of measure you are specifying when entering a number elsewhere in the dialog box. Use **Pixel** units for raster images when you want an output image of a particular size for viewing. Use **Multiple** units if you want a raster output image to contain an even multiple of the number of pixels in the source image. Using an even multiple will avoid certain image scaling side effects such as moiré patterns.

To specify the unit of measure you wish to use, click on either **Inches**, **Centimeters**, **Pixels**, or **Multiples** in the **Units** area of the dialog box.

Stroke Fonts

How to Find This Option

This option appears in the **Options** dialog box when you are performing a **Convert** or **Save As** from the **File** Menu.

Description and Use of This Option

Hijaak PRO allows you to have any text in a file drawn or "stroked out" using Windows text outline fonts. Stroked fonts are not the same as "named text". The font of named text can be changed using the **Change a Font** feature. Stroked fonts cannot be changed. Use this option if you want the text in the destination file to appear as it does in the Hijaak PRO Main screen, even if your destination file format does not support the screen font used.

To select **Stroke Fonts**, click on the **Stroke Fonts** check box (Alt+o).

Maximum Width

How to Find This Option

The Width option appears in the **Options** dialog box when you are performing a **Convert** or **Save As** from the **File** Menu.

Description and Use of This Option

NOTE: MAC files are a fixed size and cannot be changed.

Before setting this option, set the **Units** option, then set the **Scaling** option.

Either **Maximum Height** or **Maximum Width** options can be disabled based on what you set for **Scaling**. For more information on **Scaling**, click on the following: [Scaling](#)

To specify this option, enter the maximum width you want your destination file to be. The unit of measure will be the one you specified in the **Units** area of the dialog box.

Vertical Resolution

How to Find This Option

This option appears in the **Options** dialog box when you are performing a **Convert** or **Save As** from the **File** Menu. It also appears as a processing option if you select **Resize** from the **Edit** Menu.

Description and Use of This Option

Since this option requires you to enter a unit of measure, set the **Units** option in the same dialog box before setting this option. You will only be able to set resolution if the unit of measurement you choose is either inches or centimeters.

To specify this option, enter the vertical resolution of your destination file. This will be in either Dots Per Inch (DPI) or Dots Per Centimeter(DPCM) depending on the unit you have selected.

Brightness

How to Find This Option

1. If you view an image, then pull down the **Colors** menu and select **Contrast and Brightness** you will see this option (Alt+o, b).
2. If you select the **Contrast and Brightness** button, in either the **Convert To** or **Save As... Options** dialog box, you will see this option.
3. This option will also appear if you click on the **Contrast and Brightness** button in the **Print Options** dialog box.

Description and Use of This Option

Increase **Brightness** to lighten the image. Decrease the **Brightness** to darken the image.

To set **Brightness**, click on the scroll bar next to the **Brightness** setting, or type a value into the **Brightness** field. The thumbnail image will change dynamically, as you change your settings. Or, if the Intensity Curve is present in the dialog box, its line will offset toward the y axis the brighter the image becomes.

Number of Colors

How to Find This Option

1. If you view an image, then pull down the **Colors** menu and select **Reduce Colors** you will see this option (Alt+e, s).
2. If you click on the **Reduce Colors** button, in either the **Convert To** or **Save As... Options** dialog box, you will see this option.
3. This option will also appear if you click on the **Reduce Colors** button in the **Print Options** dialog box.

Description and Use of This Option

Use this option to specify the number of colors you wish to have in your destination file. The number of selections available will depend on the type of destination file you have selected.

To specify this option, click on the desired number in the **Number of Colors** area of the dialog box. If you click on **same**, the number of colors in the source will be matched in the destination.

Hints:

- If your file is going to be printed on paper in black and white, **Black and White** (2 colors) is often a good selection.
- If your destination application will scale the image, you may get better results leaving the number of colors the same as the source.
- If disk space is important, fewer colors will take up less space.
- If your source file uses 16.7 million colors, and you wish to view the converted image on a monitor, you may get better results if you select 256 or 16 colors, and click on the **Optimize Palette** check box.

Contrast

How to Find This Option

1. If you view an image, then pull down the **Colors** menu and select **Contrast and Brightness** you will see this option (Alt+o, b).
2. If you select the **Contrast and Brightness** button, in either the **Convert To** or **Save As... Options** dialog box, you will see this option.
3. This option will also appear if you click on the **Contrast and Brightness** button in the **Print Options** dialog box.

Description and Use of this Option

Increase the **Contrast** to make dark colors darker and light colors lighter; the range is increased. Decrease the **Contrast** to make dark colors lighter and light colors darker; the range is decreased.

To set contrast, click on the scroll bar next to the **Contrast** setting, or type a value into the **Contrast** field. The thumbnail image will change dynamically as you change your settings. Or if the Intensity Curve is present in the dialog box, the higher the contrast, the steeper the angle of the its line.

Gamma Correction

How to Find This Option

1. If you view an image, then pull down the **Colors** menu and select **Contrast and Brightness** you will see this option (Alt+o, b).
2. If you select the **Contrast and Brightness** button, in either the **Convert To** or **Save As... Options** dialog box, you will see this option.
3. This option will also appear if you click on the **Contrast and Brightness** button in the **Print Options** dialog box.

Description and Use of This Option

Increase Gamma Correction to increase brightness in the midrange areas while leaving the dark and light areas alone. Decrease Gamma Correction to decrease brightness in the midrange areas while leaving the dark and light areas alone.

To set the **Gamma Correction**, click on the scroll bar next to **Gamma Correction**, or type a value into the Gamma Correction field. The thumbnail image will change dynamically as you change your settings. If the Intensity Curve is present in the dialog box, it will bow toward the bottom-right or the top-left.

Optimize Palette

How to Find This Option

1. If you view an image, then pull down the **Colors** menu and select **Reduce Colors** you will see this option (Alt+o, d).
2. If you click on the **Reduce Colors** button, in either the **Convert To** or **Save As... Options** dialog box, you will see this option.
3. This option also appears if you click on the **Reduce Colors** button in the **Print Options** dialog box.

Description and Use of This Option

Use this option when converting from a file with many colors to a file with fewer colors. If you select this option, Hijaak PRO selects the optimum 16 colors for the destination file. If, for example, your source image was a close-up of a red rose, Hijaak PRO would select a palette with a variety of reds for the destination file.

To select this option, select the **Optimize Palette** check box.

Hint: If you have an all-gray image, using **Optimize Palette** will probably not produce good results.

Note: If your display shows less than 256 colors, you may not see the results of **Optimize Palette**. If you do have a 256 color or better display, you set your displayed palette to **Auto** (this is the default) to see results. To learn how to set the displayed palette, click on the following:
[Palette Displayed](#)

Reduction Method

How to Find This Option

1. If you view an image, then pull down the **Colors** menu and select **Reduce Colors** you will see this option (Alt+e, s).
2. If you select the **Reduce Colors** button, in either the **Convert To** or **Save As... Options** dialog box, you will see this option.
3. This option also appears if you click on the **Reduce Colors** button in the **Print Options** dialog box.
4. If you pull down the **Setup** menu and click on **Preferences**, you will see this option.

Description and Use of This Option

The reduction method you choose affects how a given pixel in the source file correlates to a given pixel in the destination file. Use this option to specify which of the following reduction methods Hijaak PRO should use to create the converted file:

SNAP: This is the quickest method. Essentially, Hijaak PRO reads each pixel in the source file and matches the color as closely as possible using the destination format's palette. This works well if your source image has a wide range of colors, and the adjacent dots are well differentiated. You will probably *not* want to use this if you are converting a file with many colors to a file with few colors.

HALFTONE: This method, as well as Dither and Diffuse, is often used when converting a color file for output on a black and white device (like a black and white printer). Halftone, Dither, and Diffuse all attempt to simulate colors with patterns representing different levels of gray. Halftone simulates gray by varying the placement and grouping of each dot (pixel) on an invisible grid. The more dots in a certain area of the grid, the darker the shade. You can see this variation under a magnifying glass. In Halftone, the groupings are dots, in Dithering the groupings are a more intermixed pattern. The Halftone method generally produces the best black and white printed image.

DITHER: This method creates patterns for each color or each shade of gray it is attempting to simulate. These patterns are repeated in the image each time that particular simulated color is needed. Sometimes these patterns are visible and they can become distracting. If this happens, you may wish to select Diffuse.

DIFFUSE: This method is similar to the Dither method except that the patterns change (or diffuse) gradually across the image. This means that you are less likely to notice a repeating pattern. The downside of this method is that "worming" patterns can appear in a local area. Generally, Diffuse will produce the best displayed image.

The best method for you depends on your source and destination file types, number of colors and palette in both your source and destination, the output device you are using, your particular image, and what effect you find pleasing. Experiment with your particular image if you are interested in this kind of image processing. During experimentation, you will probably want to consider changing the settings for

Screen Frequency or **Smoothing**. For more information on these options, click on the following:

[Screen Frequency](#)

[Smoothing](#)

Source File Options

If you select the **Options** button in either the **Convert From** or **Open** dialog boxes, you will see a scaling option. This option will affect the way the image will display once opened. Click on the following for more information:

[Auto Scale](#)

If you select the **Options** button in either the **Convert From** or **Open** dialog boxes, you may also see one of the options below. Most formats do not have source options. Which options you see, and whether options are available, depend on the format type of your source file. The following list gives the type of source files that have options. Click on a format option for more information.

[Dr. Halo CUT](#)

[PCL](#)

[PIC and HPGL](#)

[IGF or PIX](#)

[CGM](#)

[PCD](#)

CGM (source options)

How to Find this Option

If you select a a CGM file to open or convert, and then click on the **Options** button in the **Convert From** or **Open** dialog box, you will see this option.

Description and Use of this Option

A **Trim Surrounding White Space** option is available when you open CGM files. This option will remove as much excess white space surrounding the image as possible, while leaving a rectangular area and the image itself intact.

To remove excess white space, click on the **Trim Surrounding White Space** check box (Alt+t).

PCD (source options)

How to Find this Option

If you select a PCD file to open or convert, and then click on the **Options** button in the **Convert From** or **Open** dialog box, you will see this option.

Description and Use of this Option

Hijaak PRO allows you to select at what size your image will open. Size is measured in height by width of pixels. If you select a small resolution, such as 128x192, the image will open at that height (128) and width (192), and will open quickly. The larger resolution you select, the larger the image and the longer the processing time.

To select a size for your Photo CD image, click on a resolution in the **Resolution** area.

Dr. Halo CUT (source options)

How to Find This Option

When you open a CUT file, you should also open its associated PAL palette file. This palette file option will only appear when you are opening or converting a CUT file.

Note: If no PAL file exists for the selected CUT file, the results are unpredictable because the image depth and color assignments are unknown.

Description and Use of This Option

Opening a PAL file is similar to opening other files except that the only file type available is the PAL palette file. Fill out the **Dr. Halo CUT** source option dialog box as follows.

1. In the **Drives** area of the dialog box, click once to pull down the drives list then click on the drive that contains the PAL file you want to load (Alt+v, arrow).
2. In the **Directories** area of the dialog box, click on the subdirectory that contains the PAL file you want to load (Alt+d, arrow). If the subdirectory that contains the file is not visible, select by clicking on (or highlighting and pressing Enter) the first subdirectory in the file's path. Notice the beginning of your file's path appears under **Directories**. Continue until you reach your file's subdirectory.
3. Leave the **List Files of Type** area of the screen untouched.
4. In the **File Name** area of the screen, click on the file you wish to open (Alt+n, Tab, arrow, Enter). Click on **OK** or press Enter. In a few moments the source image will appear on the screen.
5. Click on **OK** or press Enter to return to the **Open** dialog box. Press Esc if you made no changes.

If you do not specify a file, Hijaak PRO will search for a PAL file with the same name as the CUT file.

PCL (source options)

How to Find This Option

This option only appears when you are opening or converting a PCL file.

Description and Use of This Option

When you open a PCL file, Hijaak PRO recognizes the soft fonts that are downloaded. To add a font, click on **Add**. Select the font download file from the list box. If you wish to remove the highlighted font, click on **Remove**. If you want to remove all downloaded fonts, click on **Clear**.

PIC and HPGL (source options)

How to Find This Option

This option only appears when you are opening or converting a PIC or HPGL file.

Description and Use of This Option

When you open either a PIC or an HPGL file, you will be allowed to select both a pen color and pen width for each pen number used in your source file. Specify pen color and width as follows.

1. In the **Pen Number** area of the screen, select the pen number you wish to set.
2. In the **Pen Color** area of the screen, select the color you wish to be associated with that pen number .
3. In the **Pen Width** area of the screen, select the width you want to be associated with that pen number. 1 is very fine and 16 is thick.

PIX or IGF (source options)

How to Find This Option

This option only appears when you are opening or converting a PIX or IGF file.

Description and Use of This Option

When you open a PIX file, Hijaak PRO allows you to select **Coarse**, **Medium**, **Fine**, or **Auto** mode output. If you do not specify, Hijaak PRO automatically chooses one for you that works well in *most* cases. If you will be converting to a vector format, however, you may need to explicitly select the font if the automatic selection produces inappropriate results. As a general rule, use the **Coarse** font for small images, the **Fine** font for large images, and the **Medium** font for all other images.

Preferences

How to Find This Command

Preferences is the last command on the **Setup** menu (Alt+s, p).

Description and Use of This Command

The **Preferences** dialog box allows you to set the following global options. A global option works throughout the application. Click on an option for more information.

Background Color

Palette Displayed

Reduction Method

Units

Curve Quality

Status Bar

Background Color

How to Find this Option

This option appears if you pull down the **Setup** menu and select **Preferences** (Alt+s, p).

Description and Use of this Option

This option allows you to set the background color globally. It affects the background color of vector images.

1. To change the Background Color, from the **Main** menu, pull down the **Setup** menu and select **Preferences** (Alt+s, p). You will see the **Preferences** dialog box.
2. Click on the down arrow next to **Background Color** to pull down the **Background Color** list (Alt+a, arrow).
3. Click on the color you want as the background. Press Enter to accept changes.

Palette Displayed

How to Find this Option

This option appears if you pull down the **Setup** menu and select **Preferences** (Alt+s, p).

Description and Use of this Option

This option allows you to set the palette displayed globally throughout Hijaak PRO.

1. To change the **Palette Displayed**, from the **Main** menu, pull down the **Setup** menu and click on **Preferences** (Alt+s, p). You will see the **Preferences** dialog box.
2. Click on the down arrow next to **Palette Displayed** to pull down the **Palette Displayed** list.
3. Click on the selection you want or press Enter. Each selection is described below.

AUTO: This is the default display palette. If you have one image open and you choose Auto, the palette of the image becomes variable. That is, the palette of the active image becomes the dominant palette. If you have more than one image open and select Auto, the palette becomes Fixed.

FIXED: When you choose Fixed, all images on the screen will share the same palette. This setting will not produce the optimal results for any particular image, but it will eliminate background image processing, and therefore will be faster.

Note: If you want to change colors on other standard Windows areas such as the title bar, application workspace, etc., click on the Colors selection in the Windows Control Panel.

Status Bar

How to Find this Option

This option appears if you pull down the **S**etup menu and select **P**references (Alt+s, p).

Description and Use of this Option

The **Status Bar** option allows you to select what information, if any, you want displayed in the Hijaak PRO status bar. Select the **Show Cancel Button** check box (Alt+c) to display a red cancel button in the status bar. You can cancel any process by clicking on the **Cancel** button. Select the **Show Percent Done** check box to display the percent completion of Hijaak PRO's processing.

Force to Raster

How to Find This Option

This option will only appear when you are converting a vector file to either the WPG, EPS or PCT formats. You will see the **Force to Raster** prompt before Hijaak PRO converts the file.

Description and Use of This Option

The WPG, EPS and PCT formats allow you to either create a raster or a vector file within the format type. Select **Yes** if you've made font changes and you want it to come out exactly as it looks on the screen. You will not be able to use Hijaak PRO's **Change a Font** feature. Selecting Yes will create a raster file. Select No if you need to keep the file size small, or if you are importing the file into an application that will scale it before placing. Selecting No will create a vector file. Click on **Yes** or **No**, then click on OK.

Close

How to Find This Command

This command appears under the **F**ile menu.

Description and Use of this Command

This command closes the active image. With the image you want to close active, pull down the **F**ile menu and click on **C**lose (Alt+f, c). The active image closes.

Close All

How to Find this Command

This command appears under the **F**ile menu.

Description and Use of this Command

This command closes all open images. Pull down the **F**ile menu and click on **C**lose **A**ll (Alt+f, l). All open images close.

Exit

How to Find this Command

This command appears under the **F**ile menu.

Description and Use of this Command

This command closes Hijaak PRO. Pull down the **F**ile menu and click on **Exit** (Alt+f, x). Hijaak PRO closes.

Save

How to Find this Command

This command appears under the **F**ile menu.

Description and Use of this Command

This command allows you to save any changes you have made to the active image. Your original image file will be replaced with the edited version. Pull down the **F**ile menu and click on **S**ave (Alt+f, s). If you would like to save the image under a new name or format, select the **S**ave **A**s... command. For more information on the **S**ave **A**s command, click on the following:

[Open then Save As Conversion Method](#)

Info

How to Find this Command

This command appears under the **F**ile menu.

Description and Use of this Command

This command allows you to see information on the active image file. Pull down the **F**ile menu and click on **I**nfo (Alt+f, i). You will see an **I**nfo dialog box. If your active image is vector, the dialog box will contain information on the file's **T**ype, **S**ize and **D**ate. If the image is raster, the dialog box will contain this information as well as additional **F**ile **I**nfo and **V**iew **I**nfo. **F**ile **I**nfo tells you the file's size in pixels, resolution, number of colors and pages. **V**iew **I**nfo tells you whatsize in pixels, number of colors and resolution you are currently viewing.

Screen

How to Find this Command

This command appears under the **Capture** menu.

Description and Use of this Command

This command allows you to capture a Screen, and offers a brief tutorial on how to do so.

Capture a Screen as Follows:

1. Open the application you wish to capture.
2. Open Hijaak PRO without closing your application.
3. In Hijaak PRO, pull down the **Capture** menu and click on **Screen** (Alt+c, s). Hijaak PRO becomes minimized.
4. You will see an instruction screen that reminds you what the hotkeys are; click on OK.
5. Press the hotkeys.
6. You will see the **Windows Capture Options** dialog box. Select options and click on OK. For information on selecting Windows Capture Options, click on the following:

How to Capture a Windows Screen

7. The dialog box will close. You will hear a beep indicating that the screen has been captured.

Window/Object

How to Find this Command

This command appears under the **Capture** menu.

Description and Use of this Command

This command allows you to capture a Window or an Object, and offers a brief tutorial on how to do so.

Capture a Window or an Object as Follows:

1. Open the application you wish to capture.
2. Open Hijaak PRO without closing your application.
3. In Hijaak PRO, pull down the **Capture** menu and click on **Window/Object** (Alt+c, w). Hijaak PRO becomes minimized.
4. You will see an instruction screen that reminds you what the hotkeys are; click on OK.
5. Press the hotkeys.
6. You will see the **Windows Capture Options** dialog box. Select options and click on OK. For information on selecting Windows Capture Options, click on the following:

How to Capture a Windows Screen

7. DO NOT CLICK YOUR MOUSE YET. Move the mouse around the screen until the object or window you wish to capture is emphasized. Then click the left mouse button. You will hear a beep indicating that your **Window** or **Object** has been captured.

Area

How to Find this Command

This command appears under the **Capture** menu.

Description and Use of this Command

This command allows you to capture an Area, and offers a brief tutorial on how to do so.

Capture an Area as Follows:

1. Open the application you wish to capture.
2. Open Hijaak PRO without closing your application.
3. Resize the Hijaak PRO screen so that it is taking up only part of the screen.
4. In Hijaak PRO, pull down the **Capture** menu and click on **Area** (Alt+c, a). Hijaak PRO becomes minimized.
5. You will see an instruction screen that reminds you what the hotkeys are; click on OK.
6. Press the hotkeys.
7. You will see the **Windows Capture Options** dialog box. Select options and click on OK. For information on selecting Windows Capture Options, click on the following:

How to Capture a Windows Screen

8. Click the left mouse button and hold as you drag the mouse to define the rectangular area you want to capture. Release the mouse button. You will hear a beep indicating that the area has been captured.

Application Notes

This section of Help is devoted to helping you use Hijaak PRO with your software. Information is available on the following topics:

[Registration with the File Manager](#)

[Drag-Drop](#)

[OLE](#)

[Generation of Output for Faxing](#)

[Icons](#)

[TWAIN](#)

[Import Filters](#)

[PageMaker®](#)

[FreeHand®](#)

[Persuasion®](#)

[WordPerfect® for Windows](#)

[WordPerfect® 5.1 for DOS](#)

[Word® for Windows™](#)

[PowerPoint®](#)

[Ami Pro®](#)

Registration with the File Manager

How to Find This Procedure

This command appears under the **S**etup menu.

Description and Use of This Procedure

Before you can use OLE, Drag-Drop or double-clicking, you must make associations between Hijaak PRO and the desired formats, by registering Hijaak PRO with its compatible formats.

During registration, Hijaak PRO creates associations with your selected formats and informs the File Manager that it handles them. This allows the File Manager to route files with those formats to Hijaak PRO for viewing, converting to a printer format, and Object Linking and Embedding (OLE).

The first time you start up Hijaak PRO, it registers all formats that it supports with the File Manager automatically, as long as those formats are not already registered by another application. Make sure that the formats that you need to use with Hijaak PRO are registered with the File Manager by following the procedure below.

Register Hijaak PRO as Follows

1. Open Hijaak PRO by double-clicking on its icon.
2. Pull down the **S**etup menu and select **F**ormat **E**xtensions (Alt+s, x).
3. In the **F**ormat **E**xtensions dialog box, click on **R**egister (Alt+r).
4. In the **R**egister dialog box, select **A**ll **F**ormats and then click on **O**K (Alt+a, Enter).
5. Registration is done by file extension. Each extension can only be registered with one application. If there is a potential conflict with another application, Hijaak PRO gives you the option of whether to register a particular format. The dialog box, "Ext. XXX is currently associated with *application*, OK to register with Hijaak instead?" appears. If you want to register the format with Hijaak PRO, click on **Y**es. If you want to retain your existing association, click on **N**o to proceed to the next format. If you do not wish to register any more formats, click on **C**ancel (Esc).
6. When registration is complete, the **R**egister dialog box will disappear. Click on **O**K (Enter) to exit the **F**ormat **E**xtensions dialog box.
7. If you decide that you no longer want Hijaak PRO associated with a particular file extension, you can change an extension's association by selecting **A**ssociate from the **F**ile menu in the File Manager (Alt+f, a). For more information, consult your Windows User's Guide.

Drag-Drop

Description and Use of This Procedure

Both Drag-Drop and double-clicking allow you to view and print files directly from the File Manager. To use these capabilities, you must first register Hijaak PRO with File Manager.

For more information click on the following:

[Registration with the File Manager](#)

To learn how to use Drag-Drop and double-clicking, click on one of the following topics:

[View a file using Drag-Drop](#)

[View a file using Double Clicking](#)

[Print a file using Drag-Drop](#)

View a File Using Double-clicking

Description and Use of this Procedure

Using double-clicking, you can view a file in Hijaak PRO directly from File Manager. If Hijaak PRO is not currently running when you perform this procedure, double-clicking will open Hijaak PRO and view the file in its Main screen.

View a File Using Double Clicking as Follows:

1. Open File Manager.
2. Select the appropriate directory and double click on the name of the image file you would like to view. Hijaak PRO automatically starts up and views the file.
3. When finished viewing, pull down the **File** menu and select **Exit** to return to the File Manager (Alt+f, x).

View a File Using Drag-Drop

Description and Use of this Procedure

With Drag-Drop, you can use Hijaak PRO as a file viewer.

View a File Using Drag-Drop as Follows:

1. Open Hijaak PRO.
2. Open File Manager.
3. Select the appropriate directory and click and hold the mouse button down on the name of the image file you would like to view. The file name will become highlighted and the file will turn into an icon as you drag.
4. Drag the file icon to the Hijaak PRO icon and drop it there by releasing the mouse button. The file you selected will view in the **Main** screen.
You may also use Drag-Drop when Hijaak PRO is minimized, by dropping the file icon directly onto the Hijaak PRO icon.

You may even use Drag-Drop if the Hijaak PRO icon is inactive. If you do this, the Program Manager will create another Hijaak icon and give it the same name as your selected file. You view the file by double clicking on the new icon. This is useful if the contents of the file change frequently. You can delete the icon by clicking on it once and pressing **Delete**.

View Multiple Files as Follows:

1. Follow steps 1-2 above for viewing a file.
2. Press the left mouse button and hold down **Ctrl** as you click on each file you wish to view.
3. After you have selected your last file, release the **Ctrl** key, but continue to hold down the mouse button. Your selected files will turn into an icon when you drag.
4. Drag the files icon to the Hijaak PRO icon and drop it there by releasing the mouse button.
5. Double-click on the Hijaak PRO icon. The Hijaak PRO **Main** screen will open, allowing you to view the files you selected.

Print a File Using Drag-Drop

Description and Use of This Procedure

Hijaak PRO allows you to print files to the default printer directly from the File Manager using Drag-Drop.

Print Files as Follows:

1. Open File Manager.
2. Open Print Manager and minimize it into a running icon.
3. Select the file that you would like to print by clicking on it once and holding the mouse button down. The file will turn into an icon when dragged.
4. Drag the file icon to the Print Manager icon and drop it by releasing the mouse button.
5. You will see the Hijaak PRO **Print** dialog box. Specify your printing options and click on **OK**. The selected file is automatically sent to the printer.

Note - Windows allows you to drop only one file at a time on the Print Manager.

Object Linking and Embedding

Description and Use of This Procedure

Hijaak PRO is an Object Linking and Embedding (OLE) Server. This feature allows you to place Hijaak objects, which are graphics images, into any client application. Client applications are usually desktop publishers and word processors, Hijaak PRO cooperates with OLE clients to allow you to create documents containing a variety of images. These documents are called compound documents. Although the Windows cut and paste function is similar, OLE allows you to edit the image in Hijaak PRO, after you have inserted in the document. Therefore, you can easily manipulate images without ever leaving the document.

Many applications, such as Microsoft Word, Ami Pro, Ventura 4.0, and Excel, act as OLE clients. Since Windows Write is available to all Windows users, it will be used as an example in all discussions of OLE. The procedure for Windows Write is very similar to the procedure for any other application.

In order to use OLE, you must first register Hijaak PRO with the selected file extensions. For information on this process, click on the following:

[Registration with the File Manager](#)

For more information and examples of how to use OLE, click on one of the following.

[Object Linking](#)

[Editing Linked Objects](#)

[Object Embedding](#)

[Editing Embedded Objects](#)

If you are having problems embedding, click on the following:

[Troubleshooting OLE](#)

Object Embedding

Description and Use of This Procedure

When you embed a file, all data associated with it is saved with the document file in which it was embedded. This means that no separation between the two files exist (hence the term "embedding"). The document is "self-contained," that is, if you move the document file to another PC, the images move also.

Embed Hijaak PRO Objects in Windows Write as Follows:

1. Double-click on the Windows Write icon to open that application; it is usually located in the Accessories Program Group.
2. Open the document in which you want to embed a Hijaak object, and place your cursor where you want the upper-left corner of the image to appear.
3. Pull down the **E**dit menu and select **I**nsert **O**bject (Alt+e, i). You will see the **I**nsert **O**bject dialog box.
4. From the **O**bject **T**ype List box, select **H**ijaak **I**mage and click on **O**K.
5. Hijaak PRO starts up and the **O**pen dialog box appears. Select the image you want to embed in your Write document.
6. The Hijaak PRO **M**ain screen appears with your selected file displayed. Pull down Hijaak PRO **F**ile menu and select **U**ppdate **W**rite (Alt+f, u).
7. Processing occurs as the graphics file is embedded into your document. Pull down the **F**ile menu and select **E**xit and **R**eturn to **W**rite (Alt+f, x).
8. Hijaak PRO closes, and the image appears in your document.

Editing Embedded Objects

Description and Use of this Procedure

Since an embedded file's data is saved in the document file, you may edit the object directly from your application. Since the embedded file retains a link to Hijaak PRO, Hijaak PRO will act as your editor. The editing changes you make to the object in Hijaak PRO will be updated in your application.

Edit Embedded Objects as Follows:

1. Double-click on the embedded object. A frame with handles appears around the object, and Hijaak PRO starts up with the object appearing in the **Main** screen.
2. Perform any of the editing functions offered by Hijaak PRO.
3. Pull down the **File** menu and select **Update Write** (Alt+f, u).
4. Pull down the **File** menu and select **Exit and Return to Write** (Alt+f, x).

Object Linking

Description and Use of This Procedure

When you link objects, only the link among the application, the object, and Hijaak PRO is saved with the client application, not the entire file. This means that the graphics file's data is located in only one place on the disk and the document file remains relatively small. The disadvantage is that if you want to move the document file to another PC, you must remember to move all the linked graphics files as well. Linking is particularly useful because it allows you to maintain separate graphics files. Linking follows a procedure very similar to cutting and pasting.

Link a Hijaak PRO Object in Windows Write as Follows:

1. Open Hijaak PRO.
2. Open the file that you want to link to your Write document.
3. Pull down the **E**dit menu and select **C**opy **A**s (Alt+e, a). You will see the **S**elect **C**lipboard **F**ormat dialog box. For raster images, select **W**indows **D**IB (Alt+d). For vector images, select **W**indows **W**MF (Alt+w). Select the appropriate format for your image and click on **O**K (Enter).
4. Open Windows Write.
5. Pull down the **E**dit menu and select **P**aste **S**pecial (Alt+e, e). You will see the **P**aste **S**pecial dialog box.
6. From the **D**ata **T**ype list box, select **H**ijaak **I**mage.
7. Click on **P**aste **L**ink. Your selected Hijaak PRO object will appear in your document.

Note: In step 7 of the above procedure, if you select **P**aste rather than **P**aste **L**ink, you will embed the object in your document, rather than link it to your document.

Editing Linked Objects

Description and Use of this Procedure

Since a linked object's data is saved only as a link between Hijaak PRO and your application, there are two ways to edit linked objects. You can edit linked Hijaak PRO objects from Windows Write or from Hijaak PRO.

Edit Linked Objects as Follows:

To edit from Write:

1. Double-click on the linked object.
2. Hijaak PRO starts up with the object appearing in the **Main** screen. Perform any of the editing functions available in Hijaak PRO.
3. Pull down the **File** menu and select **Save** (Alt+f, s).
4. Pull down the **File** menu and select **Exit** (Alt+f, x). The linked object will be updated with your newest editing changes.

To edit from Hijaak PRO:

1. Start up Hijaak PRO and open the graphics file containing the linked object. Perform any of the editing functions available in Hijaak PRO.
2. Pull down the **File** menu and select **Save** (Alt+f, s). Pull down the **File** menu and select **Exit** (Alt+f, x).
3. Open Windows Write.
4. Open the document containing your linked object. You will receive a message asking if you want to update your document file with the edited version of the object. Select **OK**. The File Manager updates the Write document with the edited object.

Troubleshooting OLE

Description of the Problem

If the Registration Database has an incorrect or corrupt entry for "Hijaak Image," the following problems may occur:

- * Hijaak PRO will beep when starting up and open to the **Main** menu rather than the **Open** dialog box.
- * The **F**ile menu will not have an **U**ppdate **W**rite entry.
- * Write will give the message "Unable to communicate with source application," when Hijaak PRO exits.

You can fix this problem by adding the Regedit icon to your Accessories Group and performing the procedures below.

Solve Registration Database Problem as Follows:

To add the Regedit icon:

1. From the Program Manager, click on the Accessories Group Window.
2. Pull down the **F**ile menu and select **N**ew (Alt+f, n). You will see the **New Program Object** dialog box.
3. Click on **P**rogram **I**tem and then **O**K (i, Enter).
4. In the **D**escription field, type **R**egedit.
5. In the **C**ommand **L**ine field, type in your path to Windows 3.1 followed by REGEDIT.EXE. Click on **O**K (Enter). The Regedit icon will be added to your Accessories Group.

To fix your Registration Database problems:

1. Double-click on the Regedit icon to open the Registration Info Editor.
2. Click on **H**ijaak **I**mage.
3. Click on **E**dit and select **D**ele~~t~~e **F**ile **T**ype... (Alt+e, d). You will receive the message, "Are you sure you want to delete 'Hijaak Image' File Type?" Click on **Y**es (y). "Hijaak Image" will disappear from the list.
4. Repeat steps 2 and 3 if more than one "Hijaak Image" entry exists.
5. Click on **F**ile and select **E**xit (Alt+f, x).
6. Start and Exit Hijaak PRO to re-register it for Hijaak Image.

Note - Registering for Hijaak Image is different than registering for file type because registering for Hijaak Image happens automatically whenever Hijaak PRO starts up.

Generation of Output for Faxing

Description and Use of this Procedure

Using Hijaak PRO, you can generate faxable output from any of your applications by using those application's print-to-disk capabilities.

Windows allows you to setup globally for any printer for all the software applications that run under Windows. For information on how to set up a print-to-file option in Windows where the output will be a HP LaserJet Printer Control Language file (PCL4), click on the following:

[Print to File in Windows](#)

For general information on how to create a faxable document, click on the following:

[General Faxing Information](#)

For information of creating faxes from your specific application, click on the following:

[Creating Faxes from PageMaker Documents](#)

[Creating Faxes from WordPerfect for DOS Documents](#)

[Creating Faxes from WordPerfect for Windows Documents](#)

[Creating Faxes from Word for Windows Documents](#)

Print to File in Windows

Set Up to Print to File in Windows as Follows:

1. Double-click on the Windows Control Panel icon. The Control Panel pops up.
2. Double-click on the Printers icon. You will see the **Printers** dialog box.
3. From the **Printers** dialog box, select **Add**. You will see the **Printers** list box.
4. Scroll through the list and click on **HP LaserJet Series II**.
5. Click on **Install**. You will see the **Install Driver** dialog box. Windows will prompt you to insert the proper Windows setup disk in Drive A. Insert the disk with the HPPCL driver on it. Click on **OK**.
6. Click on **Connect**. You will see the **Connect** dialog box. From the **Ports** list box, select **File**. Click on **OK**.
7. You will return to the **Printers** dialog box. Select **Setup**. You will see the **Setup** dialog box.
8. From the **Resolution** field, select **300 dots per inch**. Accept all the other defaults and click on **OK**.
9. Click on **Close** to exit the **Printers** dialog box.
10. Close the Control Panel.
11. Run your application.

Any Windows application will now print to file in LaserJet language when you select the HP LaserJet II printer on FILE from your application's Printer Setup Options. Hijaak PRO needs the file in LaserJet II language (PCL4) in order to convert it to fax format.

Note - If you need more information on how to set up your Windows environment to print to file, consult your Windows User's Manual.

General Faxing Information

Description and Use of this Procedure

When you print a document to disk using the HP LaserJet II printer driver, the document converts to PCL4 format. Hijaak PRO can convert documents in PCL4 format to a FAX format. Use your fax software to transmit the file(s) that Hijaak PRO creates from your original documents. The following procedure is generalized to apply to virtually all applications with print-to-disk capabilities.

Create a Fax from Your Document as Follows:

1. Start up the application that created the document you want to fax. Select **HP LaserJet Series II on FILE** from the **Printer Setup** menu. Open the document.
2. Print the document to disk naming it with a PCL extension. Be sure that HP LaserJet II on FILE is selected when you print to disk. Exit the application.
3. Run Hijaak PRO.
4. Using the **Convert** command in the **File** menu, convert the PCL print file to your FAX format. In order to select the correct extension for your fax device, select **Fax Type** from the **List Files of Type** box in the **Convert To** dialog box. If you have not yet configured Hijaak PRO for your fax card, you will see the **Configure Fax** dialog box. Select the fax card installed in your computer, and click on OK.
5. In the **Convert To** dialog box, click on **OK**. When the conversion completes, use your fax software to transmit the file(s) that Hijaak PRO creates from your document.

PageMaker

You can use Hijaak PRO with PageMaker to do the following:

- * [Import files into PageMaker](#)
- * [Create Screen Captures for PageMaker](#)
- * [Create Faxes from PageMaker Documents](#)

PageMaker 5.0 Tip: PageMaker 5.0 supports only CMYK color TIF files. If you need to place an RGB color TIF file into PageMaker 5.0, first open the file in Hijaak PRO. Pull down the File menu and select Save As, and save the file in TIF format using the CMYK flavor of TIF in the Options dialog box. You can then place the new CMYK version of the TIF file into PageMaker 5.0.

Placing Files in PageMaker

Description and Use of this Procedure

PageMaker does not recognize all formats. You can use Hijaak PRO to convert your files into a format that PageMaker supports. You can then place your graphics files into PageMaker. For more information, click on the following:

[Placing Graphics Files in PageMaker](#)

Some file formats are not recognized by either PageMaker or Hijaak PRO. However, if those formats are created by an application with print-to-disk capabilities, Hijaak PRO can convert the format to any of the raster formats that it supports. You can then place the file into your PageMaker document. For more information, click on the following:

[Converting and Placing Print Files in PageMaker](#)

For information on the file formats to which we suggest you convert, click on the following:

[Recommended Formats for PageMaker](#)

Recommended Formats for PageMaker

Description

PageMaker 4.0 supports a number of formats including TIF, PCX, BMP, CGM, WMF, PGL and PIC. However, if you want to place a file that is not in one of these formats, you can use Hijaak PRO to convert the file to a format that PageMaker 4.0 can read. To learn more about converting a file, click on the following:

[How to Convert a File](#)

You can also use Hijaak PRO to change the image quality of many files you would like to place into PageMaker 4.0. Although each file is different, we recommend using Hijaak PRO to convert to the following formats before placing images into PageMaker 4.0:

- * If you are placing a color or gray raster image in PageMaker 4.0, convert to TIF.
- * If you are placing a color or gray vector image, convert to WMF.

About TIFF - To select the correct flavor of TIF, select TIF in the **List Files of Type** area of the **Convert To** or **Save As** dialog boxes. Click on the **Options** button and in the **Flavors** area, select **PageMaker 3.0 TIF** for gray files and select **PageMaker 4.0&5.0 TIF (Windows)** for color files. To import color TIF files into PageMaker 5.0, select **CMYK** in the flavors area.

PCX Tip - If after placing into PageMaker 4.0 a PCX image converted by Hijaak PRO, you notice that the image is much larger than you expected or wanted, you can easily shrink the image in PageMaker using the following procedure:

1. Click on the Image. Handles will appear on the corners and edges of the frame.
2. Click on one of the handles and drag it in until the image is the size you want.

Note - This process may change the aspect ratio of the image. To keep the aspect ratio the same, hold down the Shift key as you drag.

Placing Graphics Files in PageMaker

Description and Use of this Procedure

PageMaker 4.0 does not recognize all file formats. If you try to place an IFF file, PageMaker 4.0 gives you the message "Do not know how to place file FILENAME.IFF!" You can use Hijaak PRO to convert the file into one PageMaker 4.0 can read. The following procedure explains how to place the IFF file GOLDN256.IFF into a PageMaker 4.0 document by using Hijaak PRO to convert it to TIF.

Place a File in a Format Not Supported by PageMaker 4.0 as Follows:

1. Start up Hijaak PRO. Open GOLDN256.IFF to view the image before conversion. This is a color raster file, so for the best results, convert it to a TIF format to place the image into PageMaker 4.0.
2. If you would like to perform any image processing options, you may do so now.
3. Click on **File**; select **Save As...** (Alt+f, a). You will see the **Save As...** dialog box.
4. From the **List Files of Type** list box, select **TIFF (*.TIF)**. "GOLDN256.TIF" will appear in the **File Name** field. Click on **OK**. Hijaak PRO converts the image GOLDN256.IFF to GOLDN256.TIF. To view the image before placing it into PageMaker 4.0, open the file GOLDN256.TIF.
5. Exit Hijaak PRO.
6. Run PageMaker 4.0. Open the document in which you would like to place the image.
7. From the **File** menu, select **Place**. You will see the **Place File** dialog box. Select GOLDN256.TIF from the **Files/Directories** list box. Click on **OK**.
8. The mouse pointer turns into an icon representing the graphics file. Move to the place in the document where you want to place the file. Click on the mouse button once. GOLDN256.TIF appears in the document.

Converting and Placing Print Files in PageMaker

Description and Use of this Procedure

Suppose you want to place a file stored in a format not supported by Hijaak PRO or PageMaker. Even the most limited applications can usually print to disk in HP LaserJet II format (PCL4). If, for example, you are using PageMaker 4.0 to prepare a book on music theory, you may want to import files from Music Printer Plus. Even though these two applications do not have a common format, you can perform the following procedure to place the file.

Note You will lose any color information in your file when you perform the following steps.

Place a File with Limited Export Capabilities as Follows:

1. Open Music Printer Plus and read in or create the image you want to import to PageMaker 4.0.
2. Use Music Printer Plus to print to disk in HP LaserJet II format (PCL4).
3. Exit the application.
4. Open Hijaak PRO. Convert the print file to the format best suited to PageMaker, in this case, TIF.
5. Exit Hijaak PRO and place the converted file into your PageMaker 4.0 document.

Create Screen Captures for PageMaker 4.0

Description and Use of this Procedure

We suggest that you convert Hijaak PRO captured objects, areas, windows and screens to the recommended formats, unless you plan to print your PageMaker 4.0 document on a PostScript printer. In this case, always convert screen captures to EPS format. By selecting the **Embedded View** option in the **EPS Options** dialog box, Hijaak PRO creates a viewable black and white or color TIF header in the EPS File that allows you to view your image once it is placed into PageMaker. For information on recommended formats, click on the following:

[Recommended Formats for PageMaker.](#)

To learn more about converting a file, click on the following:

[How to Convert a File.](#)

To learn how to capture a Windows screen, click on the following:

[How to Capture a Windows Screen.](#)

Tip - For improved output on a black and white PostScript printer, set these **Color** options:

- * **Reduce Colors/Number of Colors: Same**
- * **Grayscale**

Create Faxes from PageMaker Documents

Description and Use of This Procedure

The following technique prints PageMaker 4.0 documents to disk in HP LaserJet format and then converts the print file to your FAX format using Hijaak PRO. Using this technique, your faxed PageMaker 4.0 documents will arrive looking remarkably like LaserJet printed documents. For more information on setting up your Windows 3.1 environment to do this, consult your Microsoft Windows User's Guide or click on the following:

[Generation of Output for Faxing](#)

Create a Fax from Your PageMaker Document as Follows:

1. Make sure that HP LaserJet Series II is your selected Windows printer.
2. Start up PageMaker 4.0.
3. From the **File** menu, select **Target Printer**. You will see the **Target Printer** dialog box.
4. From the **Printers** list box, double-click on **HP LaserJet Series II on File**. You will see a set up dialog box. Make sure resolution is set to 300 dots per inch. Click on **OK**.
5. In the **Target Printer** dialog box, click on **OK**.
6. You will receive a message, "Recompose entire publication for HP LaserJet Series II on File?" Click on **OK**.
7. Create the document you want to fax.

Note You must create the document with HP LaserJet Series II as the target printer. If the document is created with another printer as the target (PostScript, for example), then you will have to recompose the document for HP LaserJet Series II on File. Answering "Yes" will reformat the document and may cause unexpected font and formatting changes.

8. From the **File** menu, select **Print**. You will see the **Print** dialog box. Select **HP LaserJet Series II on FILE** from the **Printer** field. Set your printer options and click on **OK**.
9. You will now see the **Print To File** dialog box. In the **Output File Name** field, type a path to file name with a PCL extension. For example, if you want to place your file in the HJPRO subdirectory on the C: drive, type **C:\HJPRO\Filename.PCL**. Click on **OK**.
10. Exit PageMaker.
11. Run Hijaak PRO.
12. From the **File** menu, select **Convert** (Alt+f, v). You will see the **Convert From...** dialog box.
13. In the **File Name** field, type **Filename.PCL**. Click on **OK**.
14. You will see the **...Convert To** dialog box. Your document's name will appear in the **File Name** field with a new extension. In order to select the correct extension for your fax device, select **Fax Type** from the **List Files of Type** box. If you have not yet configured Hijaak PRO for your fax card, you will see the **Configure Fax** dialog box. Select the fax card installed in your computer, and click on **OK**.

15. In the **Convert To** dialog box, click on **OK**. When the conversion completes, you can use your fax software to transmit the file(s) that Hijaak PRO creates from your PageMaker 4.0 document.

WordPerfect 5.1 for DOS

You can use Hijaak PRO with WordPerfect 5.1 for the following:

- * [Placing Files in WordPerfect 5.1](#)
- * [Creating Screen Captures for WordPerfect 5.1](#)
- * [Creating Faxes from WordPerfect Documents](#)

Placing Files in WordPerfect 5.1

Description and Use of this Procedure

WordPerfect 5.1 does not recognize all formats. Use Hijaak PRO to convert your files into those WordPerfect supports. You can then place your graphics files into WordPerfect. For more information, click on the following:

[Placing Graphics Files in WordPerfect.](#)

Some file formats are not recognized by either WordPerfect or Hijaak PRO. However, if those formats are created by an application with print-to-disk capabilities, Hijaak PRO can convert the format to any of the raster formats that it supports. You can then place the file into your WordPerfect document. For more information, click on the following:

[Converting and Placing Print Files in WordPerfect](#)

For information on the file formats to which we suggest you convert, click on the following:

[Recommended Formats for WordPerfect](#)

Recommended Formats for WordPerfect

Description

WordPerfect 5.1 supports a number of formats including HPGL, IMG, TIF, PCX, MSP, CGM, GEM, DXF, WPG, PIC and EPS. However, if you want to bring in a file that is not in one of these formats, you can use Hijaak PRO to convert the file into a format WordPerfect can read. To learn more about converting a file, click on the following:

[How to Convert a File](#)

You can also use Hijaak PRO to change the image quality of many files you would like to place in WordPerfect 5.1. Although each file is different, we recommend using Hijaak PRO to convert to the following formats before placing images into WordPerfect 5.1:

- * If you are bringing in a color raster image, convert to WPG.
- * If you are bringing in a gray raster image, convert to TIF.
- * If you are bringing in a color or gray vector image, convert to WPG.

Tip for TIF - If you wish to create a 256 gray TIF file to bring into WordPerfect, choose the WordPerfect Mac flavor of TIF from Hijaak PRO's **Application** menu when converting or saving the file. Choosing the WordPerfect PC selection will result in a 16 gray TIF. Choosing TIF as a destination for a Hijaak PRO conversion of a 256 gray raster graphics file and using the halftone option gives the best printouts.

Placing Graphics Files in WordPerfect

Description and Use of this Procedure

WordPerfect 5.1 does not recognize certain formats; IFF is one. If you try to bring in a IFF file, WordPerfect 5.1 gives you the message "Error: Incorrect Format." You can use Hijaak PRO to convert the file into one WordPerfect 5.1 can read. The following procedure explains how to place the IFF file GOLDN256.IFF into a WordPerfect 5.1 document by using Hijaak PRO to convert it to WPG format.

Place a File in a Format not Supported by WordPerfect 5.1 as Follows:

1. Start up Hijaak PRO. Open GOLDN256.IFF to view the image before conversion. This is a color raster image, so, for optimum results, you will convert it to a WPG format before bringing in WordPerfect.
2. If you would like to perform any image processing options, you may do so now.
3. Click on **File**; select **Save As....** You will see the **Save As...** dialog box.
4. From the **List Files of Type** list box, select **WordPerfect (*.WPG)**. "GOLDN256.WPG" will appear in the **File Name** field. Click on **OK**. Hijaak PRO will convert the image GOLDN256.IFF to GOLDN256.WPG. If you would like to view the image before placing it into WordPerfect 5.1, use Hijaak PRO to open GOLDN256.WPG.
5. Exit Hijaak PRO.
6. Run WordPerfect 5.1. Open the document in which you would like to create the Figure, and place your cursor where you want the figure box to appear.
7. Press **Alt-F9**. You will see the **Graphics** menu.
8. Press **1** for **Figure**. You will see the **Figure** menu.
9. From the **Figure** menu, Press **1** to **Create**.
10. You will see the **Definition:Figure** menu. Press **1** for **Filename**. Type your path to Hijaak PRO, followed by GOLDN256.WPG. Accept all other defaults. Press **Enter**.
11. GOLDN256.WPG appears in a figure box in the document.

Tip - The WordPerfect editor can display graphics images with 256 colors and grayscale images if you have chosen a video driver with those capabilities. If you have a driver available, to choose it as follows:

1. Press **Shift-F1** to enter the **Setup** menu.
2. Press **2** for the **Display** option.
3. You will see the **Setup:Display** menu. Press **2** to choose the **Graphics Screen** Type option and select the appropriate video driver.
4. Press Enter to select.
5. Press **F7** to exit the menu.

Tip for Multiple Graphics Files in One Document - If you are using many graphics files in one WordPerfect document, you may not want to save all the files with your WordPerfect document.

To save each graphics file separately from the WordPerfect document, do the

following:

1. In WordPerfect 5.1, press **Alt-F9** for the **Graphics** menu.
2. Press **1** for the **Figure** menu.
3. From the **Figure** menu, Press **2**, to **Edit**.
4. Answer the question "Figure Number?" by typing in the number of the figure you would like to save in a place other than the document file. Press **Enter**.
5. You will see the **Definition: Figure** menu. Press **2** for **Contents**.
6. Press **2** for **Graphic on disk**. Type in the path and filename where you want to save the graphics file.
7. Press **Enter** to return to your document.

Converting and Placing Print Files in WordPerfect

Description and Use of this Procedure

Suppose you want to import an image into WordPerfect 5.1 from an application that does not support any of the formats that WordPerfect 5.1 can import directly. Chances are Hijaak PRO can help. Your application can probably export to one of the more than 70 formats that Hijaak PRO supports. If this is the case, you can use Hijaak PRO to convert the file to one of the recommended formats. For information on recommended formats, click on the following:

[Recommended Formats for WordPerfect.](#)

Even the most limited applications can usually print to disk in HP LaserJet II format. You may, for example, have a relatively old DOS program which produces customized charts for your company. To place a file from this program into a WordPerfect document, you can perform the following procedure.

Note You will lose any color information in your file when you perform the following procedure.

Place a File Created by an Application With Limited Export Capabilities as Follows:

1. Open the application and open or create the image you want to import to WordPerfect 5.1.
2. Use your application to print to disk in HP LaserJet II format.
3. Exit the application.
4. Open Hijaak PRO. Convert the print file to the format best suited to WordPerfect 5.1. Try WPG.
5. Exit Hijaak PRO and place the converted file into your WordPerfect 5.1 document.

Creating Screen Captures for WordPerfect 5.1

Description and Use of this Procedure

We suggest that you convert Hijaak PRO captured objects, areas, windows and screens to the recommended formats, unless you plan to print your WordPerfect 5.1 document on a PostScript printer. In this case, always convert screen captures to EPS format. By selecting the "Embedded View" option in the EPS Options dialog box, Hijaak PRO creates a viewable black and white, or color TIF header in the EPS File that allows you to view a representation of the image. For information on recommended formats, click on the following:

[Recommended Formats for WordPerfect.](#)

To learn more about converting a file, click on the following:

[How to Convert a File.](#)

To learn how to capture a Windows screen, click on the following:

[How To Capture a Windows Screen.](#)

Tip - For improved output on a black and white PostScript printer, set these **Color** options:

- * **Reduce Colors/Number of Colors: Same**
- * **Grayscale**

WPG Tip - When converting a captured text screen to WPG and using the **All Colors to Black** option, the output will occasionally be white text on a black background. For a black text on a white background, check the **Reverse Black and White** option while performing the conversion.

Creating Faxes from WordPerfect Documents

Description and Use of this Procedure

The following technique prints WordPerfect 5.1 documents to disk in HP LaserJet II format (PCL4) and then converts the print file to your FAX format using Hijaak PRO. Using this technique, your faxed documents will arrive looking remarkably like LaserJet printed documents. For more information on how to set up your Windows environment to do this, consult your Microsoft Windows User's Guide, or click on the following:

[Generation of Output for Faxing.](#)

Create a Fax from your WordPerfect Document as Follows:

1. Start up WordPerfect 5.1 and open the document you want to fax.
2. Press **Shift-F7** simultaneously to enter the **Printer** menu.
3. Press **S** to select printer.
4. From the **Select Printer** screen, use the arrow keys to highlight and select **HP LaserJet Series II**.
5. From the **Select Printer** menu, press **3** to **Edit**.
6. From the **Select Printer Edit** menu, press **2** to select **Port**. You will see a list of possible printer ports.
7. From that list, press **8** to select **Other**.
8. You will be prompted for a device or filename. Type in your path to Hijaak PRO and your filename with a PCL extension. For example, if your version of Hijaak PRO is installed on the C: drive, type **C:\HJPRO\Filename.PCL**.
9. Press **F7** to exit each of the menus until the **Printer** menu. Press **1** to print the whole document to the filename you specified in step 8.
10. Exit WordPerfect 5.1.
11. Run Hijaak PRO.
12. From the **File** menu, select **Convert**. You will see the **Convert From...** dialog box.
13. In the **File Name** field, type **Filename.PCL**. Click on **OK**.
14. You will see the **...Convert To** dialog box. Your document's name will appear in the **File Name** field with a new extension. In order to select the correct extension for your fax device, select **Fax Type** from the **List Files of Type** box. If you have not yet configured Hijaak PRO for your fax card, you will see the **Configure Fax** dialog box. Select the fax card installed in your computer, and click on **OK**.
15. In the **Convert To** dialog box, click on **OK**. When the conversion completes, you can use your fax software to transmit the file(s) that Hijaak PRO created from your WordPerfect 5.1 document.

WordPerfect for Windows 5.1 and 5.2

You can use Hijaak PRO with WordPerfect 5.1 for Windows for the following:

- * [Retrieving Files in WordPerfect for Windows;](#)
- * [Creating Screen Captures for WordPerfect for Windows;](#)
- * [Creating Faxes from WordPerfect for Windows Documents.](#)

You can use Hijaak PRO with WordPerfect 5.2 for Windows for performing the above procedures and for the following:

- * [Linking and Embedding Hijaak Objects in WordPerfect 5.2 for Windows](#)

Retrieving Files in WordPerfect for Windows

Description and Use of this Procedure

WordPerfect for Windows does not recognize all graphics formats. Use Hijaak PRO to convert your files into those formats that WordPerfect for Windows supports. You can then place your graphics files into WordPerfect for Windows. For more information, click on the following:

[Placing Graphics Files in WordPerfect for Windows](#)

You can also convert and retrieve files in one step using the **Hijaak Retrieve** item located under WordPerfect for Windows **Macro** menu. For more information, click on the following:

[The Hijaak Retrieve Macro](#)

Some file formats are not recognized by either WordPerfect for Windows or Hijaak PRO. However, if those formats are created by an application with print-to-disk capabilities, Hijaak PRO can convert the format to any of the raster formats that it supports. You can then place the file into your WordPerfect for Windows document. For more information, click on the following:

[Converting and Placing Print Files in WordPerfect for Windows](#)

For information on the file formats to which we suggest you convert, click on the following:

[Recommended Formats for WordPerfect for Windows](#)

The Hijaak Retrieve Macro

How to Find this Command

The Hijaak Retrieve Macro is found under the **Macro** menu of WordPerfect for Windows **Main** menu.

Description and Use of this Command

Hijaak PRO is linked to WordPerfect for Windows through WordPerfect's Macro facility via a DDE link. This link is set up once you install Hijaak PRO, and the "Hijaak Retrieve" item is added to WordPerfect's **Macro** menu. This link is useful because, once selected, the Hijaak Retrieve item instantly starts up Hijaak PRO and allows you to place a file in any one of the more than 70 formats supported by Hijaak PRO into WordPerfect for Windows, even if WordPerfect does not support the format. The Hijaak Retrieve Macro automatically converts the files to formats WordPerfect can read.

Click on one of the following for more information:

[Installing the Macro Link Manually](#)

[Using the Hijaak Retrieve Macro](#)

[How to Cancel the Hijaak Retrieve Macro](#)

Installing the Macro Link Manually

Description and Use of this Procedure

If you want to manually set up the DDE link between Hijaak PRO and WordPerfect for Windows, or if you install WordPerfect for Windows after Hijaak PRO, follow this procedure to install the macro link:

Install the Hijaak Retrieve Macro Link as Follows:

1. From the WordPerfect Main menu, select **Macro**.
2. From the **Macro** menu, select **Assign to Menu**.
3. You will see the **Assign Macro to Menu** dialog box; click on **Insert**.
4. The **Insert Macro Menu** Item pop up box appears. In the **Macro Name** field, type your path to Hijaak PRO followed by the filename HJIMPORT.WCM (This must be in a writable directory). For example, type: **C:\HJPRO\HJIMPORT.WCM**.
5. In the **Menu Text** field, type **Hijaak Retrieve**.
6. Click on **OK** to exit each of the dialog boxes. **Hijaak Retrieve** is added to your **Macro** menu.

Note - Hijaak PRO must be in your search path in order for the Hijaak Retrieve Macro to work properly. If it is not in your search path, you will get the error message: "Error Loading Hijaak - Error2!" To put Hijaak PRO in your search path:

1. Open your AUTOEXEC.BAT file in an ASCII editor such as Notepad.
Note - You must save your file in ASCII format.
2. Find the statement in your AUTOEXEC.BAT file that begins with PATH=
3. Move to the end of that line and add your Hijaak PRO directory to the list. (Subdirectories must be separated by semicolons.) See the following example:
Existing Path=> Path = C:\;C:\WIN;C:\BAT
Modified Path=> Path = C:\;C:\WIN;C:\BAT;C:\HJPRO
4. After you save your file, you must re-boot your machine in order for the new Path statement to take effect.

Using the Hijaak Retrieve Macro

Description and Use of this Procedure

In the following procedure, you will be shown how to retrieve the graphics file GOLDN256.IFF using the Hijaak Retrieve Macro. Any graphics file in a format supported by Hijaak PRO would work equally as well and may be substituted in the procedure if you choose.

Retrieve a File Using WordPerfect's Hijaak Retrieve Macro as Follows:

1. Start up WordPerfect for Windows and open the file in which you want to place a graphic.
2. Place your cursor at the desired insertion point.
3. Pull down the **Macro** menu, and select **Hijaak Retrieve**.
4. Hijaak PRO is automatically loaded, and the **Hijaak Retrieve** dialog box appears on the screen. A WordPerfect Macro Facility icon and a Hijaak PRO icon appear at the bottom of the screen (you may have to reduce the size of your WordPerfect window in order to see these icons).
5. Select the graphics file **GOLDN256.IFF**, which can be found in the directory where you installed Hijaak PRO. Click on **OK**. (If you try to retrieve this file without using the Hijaak Retrieve Macro, WordPerfect will give you the message, "! Incompatible file format." and will not place the image.)
6. Hijaak PRO converts this image, using the options in your current set file, places it into your WordPerfect document at your specified insertion point.
7. When you have no more files to retrieve, click on the Hijaak PRO icon and select **C**lose.

Note - Hijaak PRO will remain active so you may retrieve additional files through the **M**acro menu, until you exit the application.

How to Cancel the Hijaak Retrieve Macro

Description and Use of This Procedure

If you are having problems retrieving an image using the Hijaak Retrieve Macro, and you wish to cancel the import, you must exit the Hijaak Retrieve Macro before continuing.

Exit the Hijaak Retrieve Macro as Follows

1. Double-click on the WordPerfect Macro Facility icon. The Macro Facility screen appears.
2. Select **T**erminate Macro from the **M**acro menu (Alt+t, m). You will receive the message, "The execution is being terminated at the request of the Macro Facility." Click on **OK**.
3. Pull down the **F**ile menu and select **E**xit (Alt+f, x).
4. Click on the Hijaak PRO icon; select **C**lose.
5. From the WordPerfect **M**ain menu, select **E**dit (Alt+e).
6. Select **L**ink, and then **D**elete. You will see the **Delete DDE Link** dialog box. Highlight "Hjimport" and click on **OK**.

Recommended Formats for WordPerfect for Windows

Description and Use of this Procedure

WordPerfect for Windows supports a number of formats including BMP, CGM, DXF, EPS, GEM, IMG, MSP, PCX, PIC, PNTG, PGL, TIF, WMF and WPG. However, if you want to retrieve a file that is not in one of these formats, you can use Hijaak PRO to convert the file into a format WordPerfect for Windows can read. To learn more about converting a file, click on the following:

[How to Convert a File](#)

You can also use Hijaak PRO to change the image quality of many files you would like to place in WordPerfect for Windows. Although each file is different, we recommend using Hijaak PRO to convert to the following formats before placing images into WordPerfect for Windows:

- * If you are retrieving a gray raster image, convert to TIF.
- * If you are retrieving a color raster image, convert to PCX, or convert to TIF and select PageMaker 4.0 in the **Flavors** area of the **Options** dialog box.
- * If you are retrieving a color or gray vector image, convert to WPG.

Placing Graphics Files in WordPerfect for Windows

Description and Use of this Procedure

WordPerfect for Windows does not recognize certain formats; IFF is one. If you try to use the **Retrieve** selection under the **Graphics** menu to retrieve a IFF file, WordPerfect for Windows gives you the message "! Incompatible file format." You can use Hijaak PRO to convert the file into one WordPerfect can read. The following procedure explains how to place the IFF file GOLDN256.IFF into a WordPerfect for Windows document by using Hijaak PRO to convert it to a PCX format.

Retrieve a File in a Format not Supported by WordPerfect for Windows as Follows:

1. Start up Hijaak PRO. Open GOLDN256.IFF to view the image before conversion. This is a color raster file, so, for optimum results, you will convert it to a PCX format before bringing it into WordPerfect.
2. If you would like to perform any image processing options, you may do so now.
3. Click on **File**; select **Save As...** You will see the **Save As...** dialog box.
4. From the **List Files of Type** list box, select **PC Paintbrush (*.PCX)**. "GOLDN256.PCX" will appear in the **File Name** field. Click on **OK**. Hijaak PRO will convert the image GOLDN256.IFF to GOLDN256.PCX. If you would like to view the image before placing it into WordPerfect, open the file GOLDN256.PCX.
5. Exit Hijaak PRO.
6. Start up WordPerfect for Windows and open the document in which you would like to bring GOLDN256.PCX. Place the cursor at your desired insertion point.
7. From the **Main** menu select **Graphics**; select **Figure**; select **Retrieve**.
8. You will see the **Retrieve Figure** dialog box. In the **Filename** field, type in your path to Hijaak PRO and the file name GOLDN256.PCX.
9. Click on **Retrieve**. GOLDN256.PCX will appear in your document at your specified insertion point.

Tip for Multiple Graphics Files in One Document - If you are using many graphics files in one WordPerfect for Windows document, you may not want to save all the graphics files with your document file.

To save each graphics file separately from the WordPerfect for Windows document:

1. In your WordPerfect for Windows document, click on the graphic you would like to save separately from the document.
2. From the **Graphics** menu, select **Figure** (Alt+g, f).
3. Select **Edit** (e).
4. Your graphic will appear in the WordPerfect Figure Editor. Click on the **File** menu. Select **Graphic on Disk** (Alt+f, g).
5. In the **Save As** area, type the path and filename of your figure. Click on **Save** (Alt+s).
6. Pull down the **File** menu; select **Close** to return to your document (Alt+f, c). WordPerfect for Windows will save the graphic in a separate file on disk, rather than saving it with the document (changes you make in the Figure editor are saved with the document).

Linking and Embedding Hijaak Objects in WordPerfect 5.2 for Windows

Hijaak PRO is an OLE server. As an OLE server, it can help you integrate images with text in a WordPerfect 5.2 for Windows document. These images are either embedded or linked in the document. If the image is embedded, then a copy of the image is saved with the document file. If the image is linked, then a pointer to the image is saved with the document file. After you establish an OLE connection, you can edit and update the linked or embedded images in the documents.

To learn how to use OLE with WordPerfect 5.2 for Windows, click on one of the following:

[Linking Hijaak Images in WordPerfect 5.2 for Windows](#)

[Canceling Links in WordPerfect 5.2 for Windows](#)

[Embedding Hijaak Objects in WordPerfect 5.2 for Windows](#)

[Editing Linked Hijaak Images in WordPerfect 5.2 for Windows](#)

[Editing Embedded Objects in WordPerfect 5.2 for Windows](#)

Linking Hijaak Images in WordPerfect 5.2 for Windows

Description and Use of This Procedure

When you link Hijaak Images in WordPerfect 5.2 for Windows, only the link among Hijaak PRO, WordPerfect 5.2 for Windows and the image is saved. This keeps your WordPerfect 5.2 for Windows document small, and allows you to update the image dynamically, either using WordPerfect 5.2 for Windows or Hijaak PRO as the editor. For information on editing linked Hijaak images in WordPerfect 5.2 for Windows, click on the following:

[Editing Linked Hijaak Images in WordPerfect 5.2 for Windows](#)

Link a Hijaak Image in WordPerfect 5.2 for Windows as Follows:

1. Open Hijaak PRO.
2. Open ISIJET.WMF. It is located in your HJPRO directory.
3. Pull down the **Edit** menu and select **Copy As** (Alt+e, a). You will see the Select Clipboard Format dialog box.
4. Select the appropriate format for your image. For ISIJET.WMF, select **Windows WMF** (w). Click on **OK**. Exit Hijaak PRO.

Note When you are saving a file to the clipboard in order to link or embed it, save vector files to Windows WMF file format, and raster images to Windows DIB. For information on raster and vector images, click on the following:

[Vector and Raster Images Defined](#)

5. Open WordPerfect 5.2 for Windows. Open the document in which you want to create the link.
6. Place the cursor where you want the upper-left corner of the Hijaak image to display.
7. Pull down the **Edit** menu and select **Paste Link**. ISIJET.WMF appears in your document at the point you specified.

Tip If the image your link appears in the document larger than you expected or wanted, you can scale the image.

1. Click on the image. A frame with handles appears around the image.
2. Scale the image by clicking on a corner handle and dragging it to the size you want the image to be. If you grab and drag one of the side handles, the aspect ratio will distort.

Canceling Links in WordPerfect 5.2 for Windows

Description and Use of this Procedure

This procedure allows you to delete the link joining Hijaak PRO and WordPerfect 5.2 for Windows without deleting the OLE object from the WordPerfect 5.2 for Windows document.

Cancel a Link as Follows:

1. From the WordPerfect 5.2 for Windows **Main** menu, pull down the **Edit** menu and click on **Links**. You will see the Links dialog box.
2. In the **Link Types** area, click on the **Show OLE Links** radio button.
3. In the **Links** area, click on the link that you want to delete.
4. Click on the **Cancel Link** button. Click on OK.

Editing Linked Hijaak Images in WordPerfect 5.2 for Windows

Edit Linked Hijaak Images in WordPerfect 5.2 for Windows as Follows:

1. Open the WordPerfect 5.2 for Windows document containing the linked object you want to edit.
2. Double-click the mouse when positioned over the linked image, or select the object and pull down the **Edit** menu and select **Edit Hijaak Image Object**.
3. Hijaak PRO starts up with the image appearing on its Main screen. Perform any of the editing or color operations offered by Hijaak PRO.
4. From the **File** menu, select **Save** (Alt+f, s). From the **File** Menu, select **Exit** (Alt+f, x).
5. Hijaak PRO closes, and WordPerfect 5.2 for Windows displays the updated image in your document.

Embedding Hijaak Images in WordPerfect 5.2 for Windows

Description and Use of This Procedure

When you embed a Hijaak image in a WordPerfect 5.2 for Windows document, all the information associated with the image is saved with the document. No separation between the two files exist. Your WordPerfect 5.2 for Windows document is "self-contained," that is, if you move your document file to another PC, the image will move also. To learn how to edit embedded Hijaak images, click on the following:

[Editing Embedded Hijaak Images in WordPerfect 5.2 for Windows](#)

Embed Hijaak Images in WordPerfect 5.2 for Windows as Follows:

1. Open the WordPerfect 5.2 for Windows document in which you want to embed an object.
2. Place your cursor where you want the upper-left corner of the embedded image to display.
3. From the **I**nsert menu, select **O**bject (Alt+i, o). You will see the **O**bject dialog box.
4. In the **O**bject **T**ype list box, click on **Hijaak Image**. Click on **OK**.
5. Hijaak PRO starts up with its **O**pen dialog box. Select the drive and directory where you installed Hijaak PRO. From the **F**ile **N**ame list box, select GOLDN256.IFF. Click on **OK**.
6. From the Hijaak PRO **F**ile menu, select **U**ppdate **W**ord**P**erfect (Alt+f, u).
7. From the Hijaak PRO **F**ile menu, select **E**xit & **R**eturn to **W**ord**P**erfect (Alt+f, x). The image appears in the document in the place you selected.

Editing Embedded Hijaak Images in WordPerfect 5.2 for Windows

Edit Embedded Hijaak Images as Follows

1. In WordPerfect 5.2 for Windows, double-click on the object you want to edit, or select the object, pull down the **File** menu and click on **Edit Hijaak Image object**.
2. Hijaak PRO starts up with the object appearing in its Main screen. Perform any of the editing functions available in Hijaak PRO.
3. Pull down the **File** menu. Select **Update WordPerfect** (Alt+f, u).
4. Pull down the **File** menu. Select **Exit & Return to WordPerfect** (Alt+f, x). The object appears in your WordPerfect 5.2 for Windows document with the changes you specified in Hijaak PRO.

Converting and Placing Print Files in WordPerfect for Windows

Description and Use of this Procedure

Suppose you want to import an image into WordPerfect for Windows from an application that does not support any of the formats that WordPerfect for Windows can import directly. Chances are Hijaak PRO can help. Your application can probably export to one of the more than 70 formats that Hijaak PRO supports. If this is the case, you can use Hijaak PRO to convert the file to one of the recommended formats using the procedure above.

Suppose you want to place a file stored in a format not supported by WordPerfect for Windows or Hijaak PRO. Even the most limited applications can usually print to disk in HP LaserJet II format (PCL4). You may, for example, have a relatively old DOS program which produces customized charts for your company. To use these charts in a WordPerfect for Windows document, perform the following steps.

Note You will lose any color information in your file when you use this procedure.

Place a File Created by an Application With Limited Export Capabilities as Follows:

1. Open the application and read in or create the image you want to import to WordPerfect for Windows .
2. Use your application to print to disk in HP LaserJet II format.
3. Exit the application.
4. Open Hijaak PRO. Convert the PCL print file to TIF.
5. Exit Hijaak PRO and place the converted file into your WordPerfect for Windows document using the procedure above.

Note - You can also use the Hijaak Retrieve Macro to place the file once you have printed to disk in HP LaserJet format.

Creating Screen Captures for WordPerfect for Windows

Description and Use of this Procedure

We suggest that you convert Hijaak PRO captured objects, areas, windows, and screens to the recommended formats, unless you plan to print your WordPerfect for Windows document on a PostScript printer. In this case, always convert screen captures to EPS format. By selecting "Embedded View" in the EPS Options dialog box, Hijaak PRO creates a viewable black and white, or color TIF header in the EPS File that allows you to view your image once it is placed into WordPerfect for Windows. For information on recommended formats, click on the following:

[Recommended Formats for WordPerfect for Windows](#)

To learn more about converting a file, click on the following:

[How to Convert a File](#)

To learn how to capture a Windows screen, click on the following:

[How to Capture a Windows Screen](#)

Tip - For improved output on a black and white PostScript printer, set these **Color** options:

- * **Reduce Colors/Number of Colors: Same**
- * **Grayscale**

WPG Tip - When converting a captured text screen to WPG and using the **All Colors to Black** option, the output will occasionally be white text on a black background. For a black text on a white background check the **Reverse Black and White** option while performing the conversion.

Creating Faxes from WordPerfect for Windows Documents

Description and Use of this Procedure

The following technique prints WordPerfect for Windows documents to disk in HP LaserJet II format (PCL4), and then converts the print file to your FAX format using Hijaak PRO. Using this technique, your faxed documents will arrive looking remarkably like LaserJet printed documents.

Before proceeding, make sure you have configured a Windows printer selection for the HP LaserJet Series II set up to print to file. For more information, click on the following:

[Generation of Output for Faxing.](#)

Create a Fax from your WordPerfect for Windows Document as Follows:

1. Start up WordPerfect for Windows and open the document you want to fax.
2. From the **File** menu, select **Print** (Alt+f, p). You will see the **Print** dialog box.
3. In the **Current Printer** field, click on **Select** (Alt+s). You will see the **Select Printer** dialog box.
4. Select **Windows** (Alt+n) from the **Printer Drivers** box .
5. From the **Available Printers** list box, select **HP LaserJet Series II on File**. Click on **Select** (Alt+s).
6. You will return to the **Print** dialog box; click on **Print**.
7. You will see the **Print to File** pop up box. Type in the path and filename of your document with PCL as the file extension. Click on **OK**.
8. When WordPerfect is through printing, exit the application and open Hijaak PRO.
9. From the **File** menu, select **Convert** (Alt+f, v). You will see the **Convert From...** dialog box.
10. In the **File Name** field, type the name of the print to disk file. Click on **OK**.
11. You will see the **...Convert To** dialog box. Your document's name will appear in the **File Name** field with a new extension. In order to select the correct extension for your fax device, select **Fax Type** from, the **List Files of Type** box. If you have not yet configured Hijaak PRO for your fax card, you will see the **Configure Fax** dialog box. Select the fax card installed in your computer, and click on OK.
12. In the **Convert To** dialog box, click on **OK**. When the conversion completes, use your fax software to transmit the file(s) that Hijaak PRO created from your WordPerfect for Windows document.

Word for Windows 2.0

You can use Hijaak PRO with Word for Windows to do the following:

- * Import Files into Word for Windows
- * Link and Embed Hijaak PRO Objects in Word for Windows;
- * Create Screen Captures for Word for Windows;
- * Create Faxes from Word for Windows Documents

Inserting Files in Word for Windows

Word for Windows does not recognize all file formats. You can use Hijaak PRO to convert your files into those formats that Word supports. You can then place your graphics files into Word. For more information, click on the following:

[Inserting Files in Word](#)

Some file formats are not recognized by either Word for Windows or Hijaak PRO. However, if those formats are created by an application with print-to-disk capabilities, then Hijaak PRO can convert the format to any of the raster formats that it supports. You can then place your file into your Word document. For more information, click on the following:

[Converting and Inserting Print Files in Word](#)

For information on the file formats to which we suggest you convert, click on the following:

[Recommended Formats for Word](#)

Recommended Formats for Word

Description

Word for Windows supports a number of formats, such as WMF, EPS, TIF, CGM, HPGL, WPG, DRW, PCX, BMP, DXF, PLT, and Lotus PIC. However, if you want to place a file that is not in one of these formats, you can use Hijaak PRO to convert the file into a format Microsoft Word for Windows can read. To learn more about converting files, click on the following:

[How to Convert a File](#)

You can also use Hijaak PRO to change the image quality of many files you would like to insert in Word for Windows. Although each file is different, we recommend using Hijaak PRO to convert to the following formats before placing images into Microsoft Word for Windows:

- * If you will be importing a gray raster image, convert to TIF and use the Word for Windows flavor.
- * If you will be importing a color raster image, convert to PCX, or convert to TIF and use the PageMaker 4.0 flavor.
- * If you will be importing a color or gray vector image, convert to WMF.

WMF, TIF and PGL Tip Although Word for Windows supports these formats, there are times that files in these formats will not import into Word. If this happens, then open the file in Hijaak PRO. From Hijaak PRO, save it in its original format, or the format of your choice. Word for Windows will now import the file.

Inserting Graphics Files in Word

Description and Use of This Procedure

Microsoft Word for Windows does not recognize certain file formats; IFF is one. If you try to place an IFF file, Microsoft Word for Windows gives you the message "The Graphics filter was unable to convert this file." You can use Hijaak PRO to convert the file into one Microsoft Word for Windows can read. The following procedure explains how to place the IFF file GOLDN256.IFF into a Word for Windows document by using Hijaak PRO to convert it to PCX and force the color to gray, so you may print the image on your black and white printer.

Note Word for Windows supports 16 color display and 256 color printouts. If you are importing a 256 color graphic into Word, it might not display as you expected. It will, however, print as you expect. If an accurate display is your priority, then use Hijaak PRO to reduce the number of colors to 16. From Hijaak PRO **Edit** menu, select **Reduce Colors**. In the **Number of Colors** field, select 16. Click on the **Optimize Palette** check box. Hijaak PRO will match the closest 16 colors to those in your 256 color image. You may also link or embed your 256 color image. Linked and embedded images both display and print in 256 color. See Using OLE to Import a File, later in this section.

Insert a Graphics File in Word as Follows:

1. Start up Hijaak PRO.
2. Click on the **F**ile menu and select **O**pen (Alt+f, o) You will see the Open dialog box. Select the drive and directory where you installed Hijaak PRO. In the **F**ile **N**ame list box, double click on GOLDN256.IFF to view the image before conversion. This is a color raster file, so for optimum results, you will convert it to a PCX format to import into Microsoft Word for Windows .
3. Click on **F**ile and select **S**ave As....(Alt+f, a) You will see the Save As... dialog box.
4. Click on the **A**pplications button. You will see the **A**pplications dialog box. From the list box, select **W**ord for Windows 2.0, Microsoft. Click on **O**K. Hijaak PRO selects PCX as the best format for a file being imported into Word for Windows.
5. Click on the **O**ptions button. You will see the **R**aster Processing Options dialog box. Click on the **G**rayscale check box. Click on OK to return to the **S**ave As dialog box.
6. In the Save As dialog box, select the drive and directory on which you want to save your converted file. Click on OK. Hijaak PRO converts the image GOLDN256.IFF to GOLDN256.PCX. If you would like to view the image before placing it into Microsoft Word for Windows, open the file GOLDN256.PCX.
7. Pull down the **F**ile menu and click on **E**xit (Alt+f, x) to exit Hijaak PRO.
8. Run Microsoft Word for Windows . Open the document in which you would like to place the image.
9. Place the cursor where you want the upper left hand corner of GOLDN256.PCX to appear.
10. Pull down the **I**nsert menu, select **P**icture (Alt+i, p). You will see the picture dialog box.

11. Select the drive and directory where you saved GOLDN256.PCX. In the **File Name** box, select GOLDN256.PCX.
12. Click on **OK**. GOLDN256.PCX will appear in your document in the place you selected.

Note To skip the initial viewing step, pull down the **File** menu and select **Convert** (Alt+f, v) when you open Hijaak PRO.

Link and Embed Hijaak Objects in Word

Hijaak PRO is an OLE server. As an OLE server, it can help you integrate images with text in a Word for Windows document. These images are either embedded or linked in the document. If the image is embedded, then a copy of the image is saved with the document file. If the image is linked, then a pointer to the image is saved with the document file. After you establish an OLE connection, you can edit and update the linked or embedded images in the documents.

To learn how to use OLE with Word for Windows, click on one of the following:

[Linking Hijaak Images in Word](#)

[Embedding Hijaak Objects in Word](#)

[Editing Linked Hijaak Images in Word](#)

[Editing Embedded Objects in Word](#)

Linking Hijaak Images in Word

Description and Use of This Procedure

When you link Hijaak Images in Word, only the link among Hijaak PRO, Word for Windows and the image is saved. This keeps your Word document small, and allows you to update the image dynamically, either using Word for Windows or Hijaak PRO as the editor. For information on editing linked Hijaak images in Word, click on the following:

[Editing Linked Hijaak Images in Word](#)

Link a Hijaak Image in Word as Follows:

1. Open Hijaak PRO.
2. Open ISIJET.WMF. It is located in your HJPRO directory.
3. Pull down the **Edit** menu and select **Copy As** (Alt+e, a). You will see the Select Clipboard Format dialog box.
4. Select the appropriate format for your image. For ISIJET.WMF, select **Windows WMF** (w). Click on **OK**. Exit Hijaak PRO.

Note When you are saving a file to the clipboard in order to link or embed it, save vector files to Windows WMF file format, and raster images to Windows DIB. For information on raster and vector images, click on the following:

[Vector and Raster Images Defined](#)

5. Open Microsoft Word for Windows. Open the document in which you want to create the link.
6. Place the cursor where you want the upper-left hand corner of the Hijaak image to display.
7. Pull down the **Edit** menu and select **Paste Special** (Alt+e, s) You will see the Paste Special dialog box.
8. From the **Data Type** box, select **Picture**. Select **Paste Link**. ISIJET.WMF will appear in your document at the point you specified.

Tip If the image you link appears in the document larger than you expected or wanted, you can scale the image.

1. Click on the image. A frame with handles appears around the image.
2. Scale the image by clicking on a corner handle and dragging it to the size you want the image. If you grab and drag one of the side handles, the aspect ratio will distort.

Editing Linked Hijaak Images in Word

Edit Linked Hijaak Images in Word as Follows:

1. Open the Word for Windows document containing the linked object you want to edit.
2. Double-click the mouse when positioned over the linked image.
3. Hijaak PRO starts up with the image appearing on its Main screen. Perform any of the editing functions offered by Hijaak PRO.
4. From the **F**ile menu, select **S**ave (Alt+f, s). From the **F**ile Menu, select **E**xit (Alt+f, x).
5. Hijaak PRO closes, and Word displays the updated image in your document.

Embedding Hijaak Images in Word

Description and Use of This Procedure

When you embed a Hijaak image in a Word document, all the information associated with the image is saved with the document. No separation between the two files exist. Your Word document is "self-contained," that is, if you move your document file to another PC, the image will move also. To learn how to edit embedded Hijaak images, click on the following:

[Editing Embedded Hijaak Images in Word](#)

Embed Hijaak Images in Word as Follows:

1. Open the Word document in which you want to embed an object.
2. Place your cursor where you want the upper-left hand corner of the embedded image to display.
3. From the **I**nsert menu, select **O**bject (Alt+i, o). You will see the Object dialog box.
4. In the **O**bject **T**ype list box, click on **Hijaak Image**. Click on **OK**.
5. Hijaak PRO starts up with its Open dialog box. Select the drive and directory where you installed Hijaak PRO. From the **F**ile **N**ame list box, select GOLDN256.IFF. Click on **OK**.
6. From the Hijaak PRO **F**ile menu, select **U**ppdate **M**icrosoft **W**ord (Alt+f, u).
7. From the Hijaak PRO **F**ile menu, select **E**xit & **R**eturn to **M**icrosoft **W**ord (Alt+f, x). The image will appear in the document in the place you selected.

Editing Embedded Hijaak Images in Word

Edit Embedded Hijaak Images as Follows:

1. In Word, double-click on the object you want to edit.
2. Hijaak PRO starts up with the object appearing in its Main screen. Perform any of the editing functions available in Hijaak PRO.
3. Pull down the **File** menu. Select **Update Microsoft Word** (Alt+f, u).
4. Pull down the **File** menu. Select **Exit & Return to Microsoft Word** (Alt+f, x).
The object appears in your Word document with the changes you specified in Hijaak PRO.

Converting and Inserting Print Files in Word

Description and Use of This Procedure

Suppose you want to place a file stored in a format not supported by Hijaak PRO or Word for Windows. Even the most limited applications can usually print to disk in the HP LaserJet II PCL format. You may, for example, have a relatively old DOS program which produces customized charts for your company. Even though these two applications do not have a common format, you can perform the following procedure to place the file:

Note You will lose any color information in your file when you use this procedure.

Insert a File with Limited Export Capabilities as Follows:

1. Open your application and read in or create the image you want to import into Word for Windows.
2. Use your application to print to disk in HP LaserJet II format.
3. Exit the application.
4. Open Hijaak PRO. Convert the print file to the format best suited to Word for Windows. Try TIF.
5. Exit Hijaak PRO and insert the converted file into your Word for Windows document.

Note Once the graphic print file is in Hijaak PRO, you can also link it to Word for Windows using OLE.

Create Screen Captures for Word for Windows

Description and Use of This Procedure

We suggest that you convert Hijaak PRO captured objects, areas, windows and screens to the recommended Word for Windows formats, unless you plan to print your Word document on a Postscript printer. In this case, always convert your screen captures to EPS format. By selecting the **Embedded View** option in the **EPS Options** dialog box, Hijaak PRO creates a viewable black and white or color TIFF header in the EPS file that allows you to view your image once it is inserted into Word. For information on recommended formats, click on the following:

[Recommended Formats for Word.](#)

To learn more about converting a file, click on the following:

[How to Convert a File.](#)

To learn how to capture a Windows screen, click on the following:

[How to Capture a Windows Screen.](#)

Tip - For improved output on a black and white PostScript printer, set these **Color** options:

- * **Reduce Colors/Number of Colors: Same**
- * **Grayscale**

Create Faxes from Word for Windows Documents

Description and Use of This Procedure

The following technique prints Microsoft Word for Windows documents to disk in HP LaserJet II format (PCL4), and then converts the print file to your FAX format using Hijaak PRO. Using this technique, your faxed Microsoft Word for Windows documents will arrive looking remarkably like LaserJet printed documents. For more information on setting up your Windows environment to do this, consult your Microsoft Windows User's Guide or click on the following:

[Generation of Output for Faxing](#)

Create a Fax from Your Word for Windows Document as Follows:

1. Make sure that HP LaserJet Series II is your selected Windows default printer.
2. Start up Microsoft Word for Windows, and open the document you would like to fax.
3. From the **File** menu, select **Print Setup**.(Alt+f, r) You will see the Print Setup dialog box.
4. From the **Printer** list box, double-click on HP LaserJet Series II on FILE. This selects the printer and exits the Print Setup dialog box.
5. From the **File** menu, select **Print**(Alt+f, p). You will see the Print dialog box. Make sure HP LaserJet Series II on FILE is the selected printer in the Printer field. Set your printer options and click on **OK**.
6. You will now see the Print To File dialog box. In the **Output File Name** field, Type the path and desired filename with a PCL extension.
7. Exit Word.
8. Run Hijaak PRO.
9. From the **File** menu, select **Convert** (Alt+f, v). You will see the Convert from... dialog box.
10. In the **File Name** field, type **Filename.PCL**. Click on **OK**.
11. You will see the ...Convert To dialog box. Your document's name will appear in the **File Name** field with a new extension. In order to select the correct extension for your fax device, select **Fax Type** from the **List Files of Type** box. If you have not yet configured Hijaak PRO for your fax card, you will see the **Configure Fax** dialog box. Select the fax card installed in your computer, and click on OK.
12. In the **Convert To** dialog box, click on **OK**. When the conversion completes, you can use your fax software to transmit the file or files that Hijaak PRO creates from your Microsoft Word for Windows document.

Import Filters

The Hijaak import filter follows the Aldus graphics import filter specification, and allows applications that support it to import graphics in any of the more than 70 formats that Hijaak PRO supports.

To learn how to use Hijaak Import Filters with your applications, click on one of the following:

How to Import Into:

[PageMaker](#)

[Persuasion](#)

[FreeHand](#)

[Ami Pro](#)

[Word for Windows](#)

[PowerPoint](#)

Import Files into PageMaker

Import into PageMaker as Follows:

1. Start up PageMaker and open the document into which you want to import an image.
2. Pull down the **File** menu and select **Place** (Alt+f, I). You will see the **Place** dialog box.
3. From the **File/Directories** list box, select the path and filename of the image that you want to import.
4. [OPTIONAL] If you want to set Processing Options, press and hold the Shift key as you click on OK. You will see the **Hijaak PRO Processing Options** dialog box. Select your options and click on **OK**. To learn more about processing options, click on the following:

[Destination Processing Options](#)

5. Click on **OK**. You will see the **Hijaak Import** status box, showing percent completion of the import. When the file has successfully imported, the status box disappears and you will see the PageMaker Place cursor.
6. Click in the document where you want the upper-left corner of the image to appear.

For other methods on placing files into PageMaker, click on the following:

[Placing Files in PageMaker](#)

Persuasion

Import into Persuasion as Follows:

1. Start up Persuasion and open the document into which you want to import an image.
2. Pull down the **View** menu and select **Slide** (Alt+v, s).
3. Pull down the **File** menu and select **Place** (Alt+f, l). You will see the **Place** dialog box.
4. From the **Directories** list box, select the drive and directory of the image that you want to import.
5. In the **Files** list box, click on the filename of the image you want to import.
6. [OPTIONAL] If you want to set Processing Options, press and hold the **Shift** key as you click on **OK**. You will see the **Hijaak PRO Processing Options** dialog box. Select your options and click on **OK**. To learn more about processing options, click on the following:

[Destination Processing Options](#)

7. Click on **OK**. You will see the **Hijaak Import** status box, showing percent completion of the import. When the file has successfully imported, the status box disappears and you will see the Persuasion Place cursor.
8. Click in the document where you want the upper-left corner of the image to appear.

FreeHand

Import into FreeHand as Follows:

1. Start up FreeHand and open the document into which you want to import an image.
2. Pull down the **File** menu and select **Place** (Alt+f, I). You will see the **Place** dialog box.
3. In the **Directories** list box, select the drive and directory of the image that you want to place.
4. In the **Files** list box, click on the filename of the image you want to import.
5. [OPTIONAL] If you want to set Processing Options, press and hold the **Shift** key as you click on **OK**. You will see the **Hijaak PRO Processing Options** dialog box. Select your options and click on **OK**. To learn more about processing options, click on the following:

[Destination Processing Options](#)

6. Click on **OK**. You will see the **Hijaak Import** status box, showing percent completion of the import. When the file has successfully imported, the status box disappears and you will see the FreeHand Place cursor.
7. Click in the document where you want the upper-left corner of the image to appear.

Ami Pro

Import into Ami Pro as Follows:

1. Start up Ami Pro and open the document into which you want to import a picture.
2. Place the cursor at the point you want the upper-left corner of the image to appear.
3. Pull down the **File** menu and click on **Import Picture** (Alt+f, i). You will see the **Import Picture** dialog box.
4. From the **File Type** field, select the file format type you want to import. If, for example, you wanted to import an image in the Amiga IFF format, you would click on **Hijaak Amiga**.
5. From the **Drives** pull down, select the drive of the image you want to import. From the **Directories** list box, select the directory, and from the **File** list box, select the name of the image you want to import. Click on **OK**.
6. You will see the **Hijaak PRO Processing Options** dialog box. Select your options and click on **OK**. To learn more about processing options, click on the following:

[Destination Processing Options](#)

7. Click on **OK**. You will see the Hijaak Import status box , showing percent completion of the import. When the image has successfully imported, the status box disappears and the image appears in the Ami Pro document at the point you selected.

Import Files into Word for Windows

Import into Word as Follows:

1. Start up Word for Windows and open the document into which you want to import a picture.
2. Place the cursor at the point you would like the upper-left corner of the image to appear.
3. Pull down the **I**nsert menu and select **P**icture (Alt+i, p). You will see the **P**icture dialog box.
4. From the **D**rives pull down, select the drive of the image you want to import. From the **D**irectories list box, select the directory of the image you want to import.
5. In the **F**ile Name area, select the filename of the image you want to import.
6. Click on **O**K. You will see the **H**ijaak **P**RO **P**rocessing **O**ptions dialog box. Select your options and click on **O**K. To learn more about processing options, click on the following:

[Destination Processing Options](#)

7. Click on **O**K. You will see the **H**ijaak **I**mport status box, showing percent completion of the import. When the file has successfully imported, the status box disappears, and the image appears in the Word document at the point you selected.

For other methods on placing files into Word for Windows, click on the following:

[Inserting Files in Word for Windows:](#)

PowerPoint

Import into PowerPoint as Follows:

1. Start up PowerPoint and open the document into which you want to import a picture.
2. Pull down the **E**dit menu and select **I**nsert (Alt+e, i). You will see the **I**nsert side menu.
3. Select **P**icture (p). You will see the **I**nsert **P**icture dialog box.
4. From the **D**rives pull down, select the drive of the image you want to import. From the **D**irectories list box, select the directory of the image you want to import.
5. In the **F**ile **N**ame area, select the filename of the image you want to import.
6. Click on **O**K. You will see the **H**ijaak **P**RO **P**rocessing **O**ptions dialog box. Select your options and click on **O**K. To learn more about processing options, click on the following:

[Destination Processing Options](#)

7. Click on **O**K. You will see the **H**ijaak **I**mport status box, showing percent completion of the import. When the file has successfully imported, the status box disappears, and the image appears in the PowerPoint presentation at the point you selected.

Icons

Description and Use of this Feature

Hijaak PRO allows you to convert any supported file into an icon for use in the Windows Program Manager.

How to Add Icons to the Program Manager

1. Use Hijaak PRO to convert your graphics file to the ICO format. To learn how to convert files, click on the following:

[How to Convert a File](#)

2. In the Windows Program Manager, click once on the icon you want to replace.
3. Pull down the Program Manger **F**ile menu and click on **P**roperties (Alt+f, p). You will see the **Program Item Properties** dialog box.
4. Click on the **C**hange Icon button (Alt+i). You will see the **Change Icon** dialog box.
5. Click on the **B**rowse button (Alt+b). You will see the **Browse** dialog box.
6. Select the drive and directory where you saved your ICO file in step 1. Click on the name of the file you want to use as your icon.
7. Click on OK in each dialog box to change the selected icon.

TWAIN

How to Find this Feature in Hijaak PRO

Access TWAIN from the **F**ile menu using the **S**elect **S**ource and **A**cquire menu items.

Description and Use of this Feature

TWAIN is a protocol developed by leading graphics hardware and software companies that allows images to be transferred between hardware and software. Hijaak PRO's TWAIN support allows you to bring images into Hijaak PRO from your graphics hardware. Using OLE or import filters, you can import these images into your documents, presentations, spreadsheets, etc. Use TWAIN to import images from Desktop Scanners, Hand-held Scanners, Slide Scanners, Frame Grabbers, and Digital Cameras.

To import an image from your graphics hardware using the TWAIN interface, first, use Hijaak PRO to select your hardware, then proceed with the import.

Select Your Hardware as Follows

1. Pull down the **F**ile menu and select **S**elect **S**ource (Alt+f, e). You will see a list of all available TWAIN devices.
2. Click on the graphics hardware device from which you want to import an image. Click on OK.

Import an Image as Follows:

1. Pull down the **F**ile menu and select **A**cquire (Alt+f, q). You will see an Acquire dialog box.
2. Acquire dialog boxes vary from device to device. See your graphics hardware documentation for more information.
3. Fill in the dialog box and click on OK. The image will import into Hijaak PRO.

Note: When Hijaak PRO acquires black and white or grayscale images from some scanners, the image will appear inverted in Hijaak PRO. The image is inverted if it looks like a photographic negative of the original. To fix this problem, with the inverted image open and active in Hijaak PRO, pull down the **C**olors menu and select **I**nvert **C**olors (Alt+o, i).

