iPhoto Express ScreenBook

The fast track to photo fun

Welcome!

Welcome to the iPhoto Express Screenbook! Starting with this **Overview,** you will get to know a little bit about what you can do with iPhoto Express and become familiar with the overall workspace. You'll also see a bunch of examples of the fantastic things you can do with this program. After that, we will take a closer look at the tools you'll use the most. Starting with the **QuickTask** group, you'll get to see how only a few quick clicks can lead to professional quality greeting cards and images. Then you will learn how to edit photos from **Start to Finish** as the tools and tasks you need for doing more detailed editing of photos will be introduced to you along with valuable advice on how to use them most effectively. Next is the **Visual Guide,** three picture-packed pages showing examples of how the various effects, filters and painting tools affect your photos. At the end of this screenbook we have included a comprehensive **Contents** page. If you are looking for specific information, look here to find out where you can find it in this book.

Reading this screenbook

This screenbook is designed for you to read on-line. But you can print it out if you wish. If you do not have a color printer, the images in this document will come out as grayscale (black and white). To print this screenbook, press ESC and then from the Acrobat File menu, click Print.

To close this screenbook press **ESC** and then press **Alt+F4**

Introduction

No longer do your photos need to gather dust in old photo albums. Now, with iPhoto Express and your PC, you can enjoy using your favorite photos to quickly create fancy personalized greeting cards, invitations and other fun photo art for family and friends. Here are some of the ways iPhoto Express adds new excitement to your photo collection:

- **Quick Tasks** that enable you to quickly use any photo for anything from faxing and copying to printing out wall-sized posters to creating personalized calendars and on-line multimedia presentations.

- **Quick Card** templates of pre-designed greeting cards that you can personalize with the click of a mouse. Add your own special photos and text to create unique greeting cards for all occasions.

- **Start to Finish** workflow that takes the guesswork out of enhancing your photos. Click **Start** to bring your photo into iPhoto Express then **Adjust**, **Enhance** and before you know it, **Finish**, and your photo is done.

- **Comprehensive Help** to lead you through completing any project you try. The **Task Guide** leads you step by step through almost any project you can imagine, while the on-line reference provides detailed information about every iPhoto Express feature. To learn how to get the most out of your scanner or digital camera, take the Photo Capture tour.

To close this screenbook press **ESC** and then press **Alt+F4**

Liven up your presentations and papers

Here are some examples of how you can add flair to your letters, research papers and other projects where pictures say it better than words alone.

By adding photos to your research papers you may end up truly making the grade.

Use an image to grab their attention and make your point!

Create your own cards, calendars, and fun photo effects

iPhoto Express helps you use your favorite photos to personalize greeting
cards for all occasions.

Make this year's Christmas card stand out
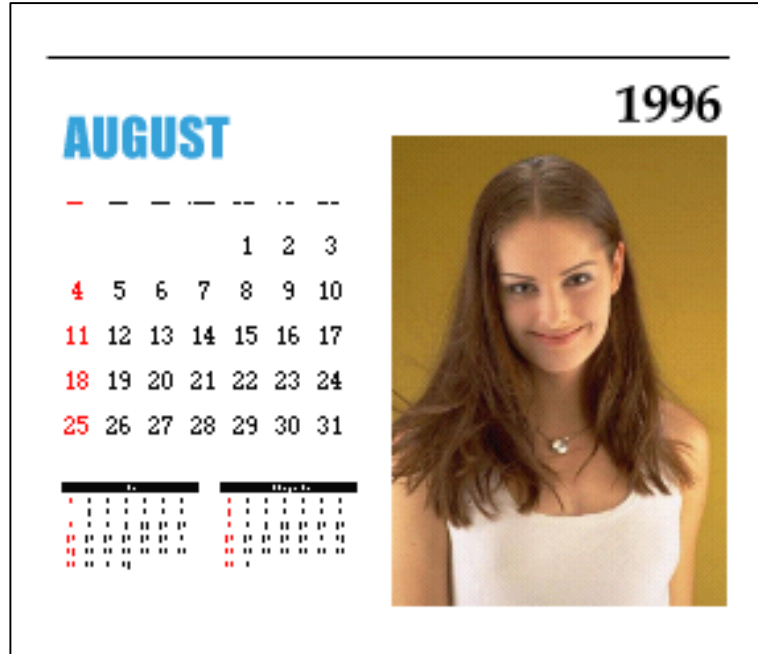from the rest.

Personalize birthday cards to make them really
special.

To close this screenbook press **ESC** and then press **Alt+F4**

Give every family member their own month to be the center of attention.

AUGUST

1996

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

KID'S TOY ROOM

Design your own unique signs or labels.

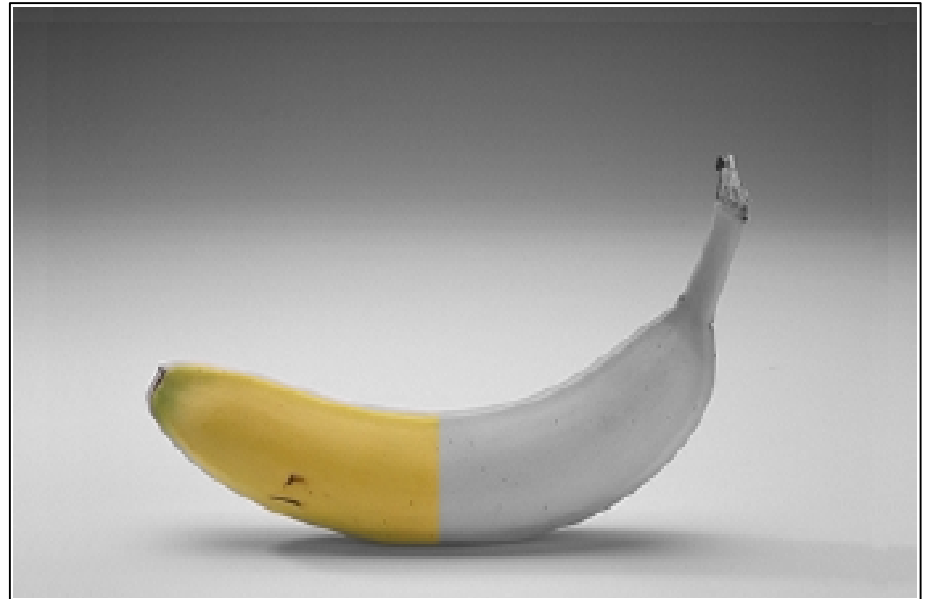To close this screenbook press **ESC** and then press **Alt+F4**

With iPhoto Express' advanced photo adjusting tools, you can fix up
all kinds of problems with your original and scanned photos. Here are
a couple of the fantastic things you can do:

Red eyes caused by flash photography is no
longer a problem with the intuitive Remove
Redeye task .

Add life to black and white photos to create real
eye-catching effects.

How iPhoto Express takes you from Start to Finish

Begin working on a photo by clicking **Start**. If your photo is a print, you can use your scanner to digitize the photo and bring it into iPhoto Express. You can also bring photos into iPhoto Express from your digital and video cameras, VCR, a Kodak Photo CD, or from existing image files on your hard disk, floppy or Windows clipboard.

After bringing your photo into iPhoto Express, click **Adjust** to fix the size and overall appearance of the photo. This group of tasks enables you to trim away unwanted sections, rotate or flip the photo, adjust the focus, remove red eyes caused by flashes and make overall color fixes to make the photo look just right .

Next, click **Enhance** to add special text and other neat effects to the photo. This is where you can let your imagination truly run wild as you stretch a friend's face, add the perfect phrase, use the Effect Palette to add some special effects, or do some touch-up painting.

When your photo looks perfect, click **Finish** to save the photo to your hard disk, print it on paper, or display it on screen. Why not use your image as a back-drop for your monthly calendar? You can also send the photo to a friend by fax or email, or add the photo to a slide show or screen saver for your PC.

The iPhoto Express screen layout

iPhoto Express takes a simple, easy-to-use approach by arranging related photo tasks into logical groups. When you start iPhoto Express, you can choose from several quick and specific photo tasks or go from start to finish to create your own photo artwork.

Task Groups

The Group bar appears on the left side of the screen and enables you to choose which group of tasks to concentrate on. iPhoto Express carefully arranges each group to make your work more intuitive. If you want to put your photo to work quickly, click the **QuickTask** group and choose one of the Quick Tasks that appears across the top of the screen.

If you wish to do more detailed work on your photos, click **Start** to begin. When you click the **Start** the **Start** task bar scrolls down and displays a variety of ways to bring a photo into the program. As soon as you bring in your photo, iPhoto Express scrolls to **Adjust**, where you can fix up any minor problems with your photo. Then click **Enhance** to show a task bar of tools and special effects to apply to the photo. Finally, click **Finish** to show a task bar that offers you ways to deliver your finished photo to others.

Quick card   **Calendar**   **Namecard**   **Poster**   **Screen art**   **Fax**   **Copier**

Task bar

Almost everything you can do in iPhoto Express is shown in the Task bar. However everything doesn't appear at the same time. The tasks are arranged in groups according to the types of procedures they help you complete. Then each group is arranged in an order that helps you logically progress through your photo project.

Of course, you don't have to be in a particular group to use its task. All the tasks are duplicated in one of the menus that run across the top of the workspace. Sometimes a task may not be available because of your current working conditions. For example, you cannot apply effects from the Effect Palette to indexed color images.

For more information on the tasks contained in a specific task bar, click on one of the groups below:
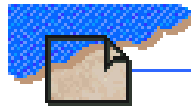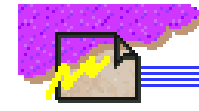

QuickTask group   **Start group**   **Adjust group**   **Enhance group**   **Finish group**

Control box

The Control box is the command center of iPhoto Express. It shows which group you are in, allows you to change groups, provides quick access to online help and the task guide, and allows you to show or hide the Group bar to give you more room for editing your photos.

This icon changes to show which task group you are in.

Switch to the next or previous task group by clicking on these up and down arrows.

Hide the Group bar by clicking this button. This gives you more room on screen to see and edit your photo. To restore the Task Group bar, click this button again.

Start the **Task Guide** for step-by-step instructions on completing almost any photo project that you can imagine.

Get context-sensitive reference-style help on any tool by first clicking this button and then clicking the pointer on the item you have a question about.

`(264,228)  [Preserve Base Image]`   ⊕ | ⊖ | 1:1 | ⊠ | ᴜ˙ᴜᴜ | ᴜᴜ˙ᴜ | ▭

Status bar

The Status bar shows information about the tool you are using as well as the position of the pointer over the photo and color value of the pixel (color dot) below the pointer. This makes it easier to place selections in your photo and choose specific colors. To further help you, the Status bar also contains these buttons:

Zoom In: This allows you to focus on a specific area in your photo. Click this button and then click on or drag over the area of the photo you want to see more clearly.

Zoom Out: Reduces the magnification so you can see more of the photo at one time. Click this button and then click on the photo to zoom out.

Actual View: Restores the image to its actual size.

Fit In Window: Automatically determines the largest magnification that will include the entire image in a window without scroll bars

Measurement Unit: Changes the unit of measure for iPhoto Express. Click this button to choose between pixels, inches or centimeters.

Show/Hide Ruler: Show or hide a ruler that you can use to crop and carefully position objects on your photo.

Photo Properties: Display a dialog box with statistical information about the photo.

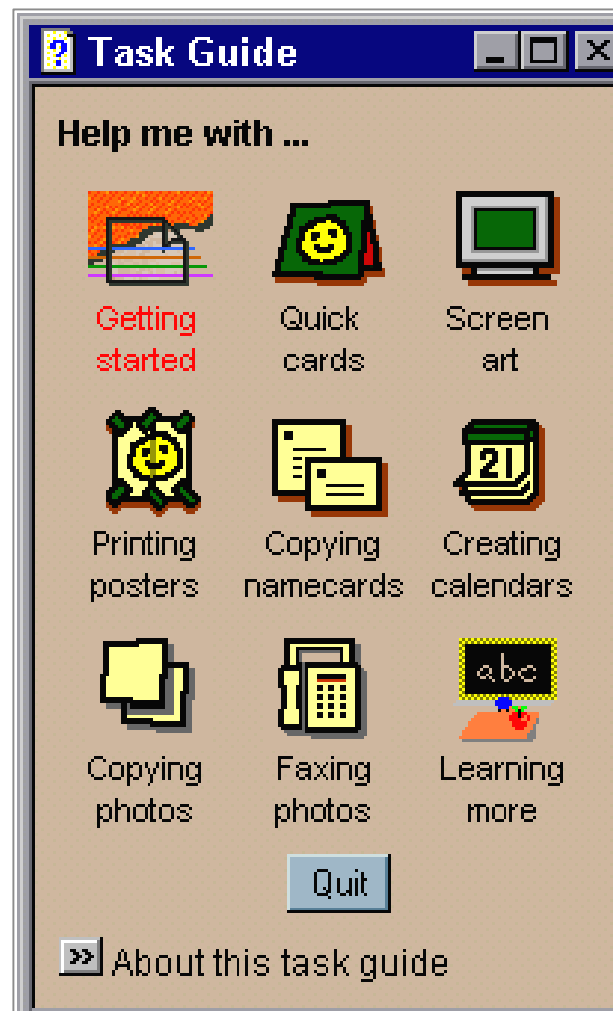To close this screenbook press **ESC** and then press **Alt+F4**

Task Guide help

Your personal guide through the world of digital photo editing, the **Task Guide** takes you step-by-step through the process of creating a photo project. It eliminates guess work by giving you specific guidelines on photo editing, making visual enhancements and adding finishing touches to complete your photo project.

- Click **Getting Started** to get a helping hand from Start to Finish.

- Click any of the **Quick Tasks** to get specific instruction on how to quickly perform a special task with your photos.

- Click **Learning More** to find out how to access other resources that can teach you more about using iPhoto Express.

  Remember, the Photo Capture tour contains valuable information to help you use your scanner or digital camera more effectively and context sensitive reference-style help is always just a click away.

To close this screenbook press **ESC** and then press **Alt+F4**

Program Preferences

You can modify the way iPhoto Express works through the Preferences dialog box by clicking **File** in the menu bar and choosing **Preferences.** The resulting dialog box contains five tabs that allow you to control how iPhoto Express works on your computer.

The iPhoto Express tabs allow you to

- Specify which measurement units to use when working with photos.
- Have iPhoto Express remember up to the last five actions that you perform.
- Choose the number of recently opened file names (up to nine) to display in the File menu for easy opening.
- Speed up editing by lowering the photo preview quality (this does not affect the quality of the photo).
- Choose whether or not to show tips when iPhoto Express starts.
- Choose whether or not to automatically switch the Task bar from Start to Adjust when photos are opened.
- Control how fast the task groups scroll when you switch from one task group to another.

Other tabs in the Preferences dialog box:

Associate allows you to select file data types that you want to associate with iPhoto Express. By associating a data type, you can double click files in Windows Explorer and automatically open them in iPhoto Express.

Memory adjusts how iPhoto Express uses your PC's free hard disk space and RAM. Normally, iPhoto Express uses all the memory resources that it finds, however, you can restrict the amount of hard disk space and RAM that it uses. This may be important if you run other programs at the same time.

Photo CD sets the resolution and data type for Photo CD photos opened in iPhoto Express.

Display controls how iPhoto Express displays photos on your screen and optimizes the screen so your photos will appear with the best quality.

For additional help

iPhoto Express offers you additional assistance should you run across an unfamiliar feature, tool or command.

Bubble help - Just rest your pointer over an unfamiliar feature or tool and after a moment, a bubble pops up to tell you about the tool.

Context-sensitive help- Click the button in the control box and then click your pointer over an unfamiliar feature , command or tool and context-sensitive help opens up, providing you with the information you need.

On-line help - You can access help in a more practical format by selecting "Ulead iPhoto Express help" in the Help menu.

Program tour - Choose "iPhoto Express Tour" in the Help menu to open a brief multimedia presentation that demonstrates how iPhoto Express works and many of the program's unique features

Getting photos tour- Choose "Photo Capture Tour" in the Help menu to open an interactive tour with details on how to use a scanner and/or digital camera to get photos into iPhoto Express. Also included in the tour are many helpful hints and tips for getting the best results when using your capture devices to convert regular photos into digital ones.

Capture device troubleshooting help- If you have problems using your scanner or digital camera with iPhoto Express, click Troubleshooting from the File:Acquire submenu for some suggestions. This help also contains tips that help you get the most from your scanned and digitally photographed images
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To close this screenbook press **ESC** and then press **Alt+F4**

Quick Tasks

When you need something fast and already have your sources handy, iPhoto Express has the QuickTask group to help you get results with only a few clicks. From greeting cards to calendars to sending faxes this group offers instant productivity. Read on or click below to find out more.

Quick card- create personalized greeting cards and invitations using your own photos.

Screen art- display your photos as the Windows wallpaper, screen saver, or slide show.

Poster - print out a photo across several pages to create a wall-sized poster.

Namecard- quickly print multiple copies of your namecard or wallet-sized photo.

Calendar- use a photo as the backdrop for your own personalized calendar.

Copier - use iPhoto Express to turn your scanner and printer into a copy machine.

Fax - fax a photo to friends and family.

To close this screenbook press **ESC** and then press **Alt+F4**

The **Quick card** task enables you to quickly create a personalized greeting card with the help of a predefined template. Each template offers sample images, text and graphics that you can easily modify into your own design.

To create a card, click the **Quick card** task, choose a card category in the menu. iPhoto Express Explorer opens showing you thumbnail views of the card templates you can choose from. Simply click the template of the card you want to create and it opens in iPhoto Express.

What are Quick Card Templates?
Quick Card templates are actually collections of permanently floating selections that you can move, enhance, modify, or replace to create new images. As a rule, they will consist of a background selection, a text selection, and one or more foreground images. They offer you ideas and an easy to follow starting point for creating unique greeting cards and business cards that can show off your individual style.

Working on Templates

Basically, there are three things you can do to a template: You can **replace** a section, you can **move** a section, or you can **enhance** a section. Your pointer changes to let you know which type of activity you are currently doing.

Replacing the background

Click anywhere over the background of the template and click to change the background. Then choose one of the options for getting a new background photo. When the new photo opens, choose a **resizing** option that best suits the photo.

Replacing foreground photos

Click over a foreground photo and click to put in your own subject. Once you replace the photo you can position it within its frame by dragging it. Or, you can position the foreground photo and its frame by clicking the frame and dragging it to a new position.

Changing text

Click over the text and click to change the text on the card. Just type in the new message in the window that appears and specify the desired shape, size, font, style and color of the text. You can also move the text around the template by dragging it.

Moving a selection

Although you can move the background if you wish, you will probably want to limit yourself to moving text and foreground photos. To move a selection, simply click and drag it to a new location in the template.

Enhancing a selection

If you wish to paint, resize, or add effects to the template, first select the section you want to enhance. Then click the Enhance group and choose the task you wish to use.

Note: Depending on the type of selection, some Enhance group tasks may not be available.

Screen art

The **Screen art** task enables you to display your photos on-screen.

When you click the **Screen art** task, you can choose to place any photo on your PC's desktop, create slide shows of your own photos and make those slide shows into screen savers.

Click one of the **Screen art** options below to find out more:

Wallpaper-   Use your favorite photo as the background for your Windows desktop.
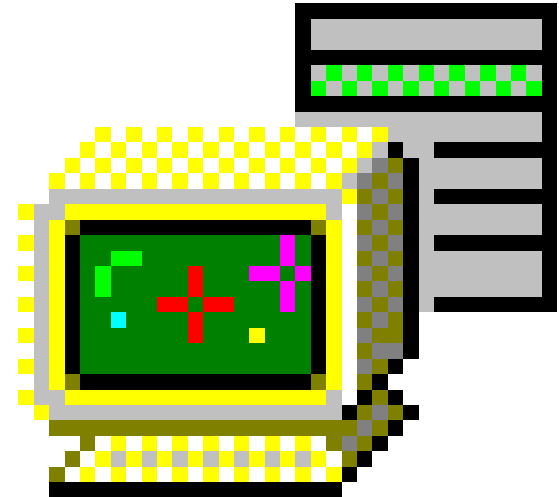
Slide show-   Create and play a multimedia slide show of your favorite photos complete with sound and music.

Screen saver-   Use the slide shows that you have created as screen savers that show up whenever your PC is idle.

To close this screenbook press **ESC** and then press **Alt+F4**

Putting your photo on the desktop

iPhoto Express offers you greater versatility when placing photos on your Windows desktop as wallpaper. Besides allowing you to center or tile the image, you can also automatically resize the image to fit the desktop perfectly, and set tiling options to mirror your photo horizontally and vertically.

Choose the **Wallpaper** option in the **Screen Art** task menu.
If you already have a photo open in iPhoto Express, the Wallpaper dialog box opens showing you how the photo would look as wallpaper on your monitor. Use the controls to specify how you want the wallpaper to appear and then click OK to change the wallpaper.

If no photo is open in iPhoto Express, iPhoto Express Explorer opens enabling you to find a photo to be used as your new Windows wallpaper. Just click the folder that contains the photo that you want and click on the photo to open it into iPhoto Express. Automatically, the Wallpaper dialog box opens for you to specify the wallpaper settings.

To close this screenbook press **ESC** and then press **Alt+F4**

Creating slide shows:

Your slide shows can consist of images, photos, animations, and sound files. To create your slide show, click **Slide Show** from the **Screen Art** task menu. In the dialog box that appears, go to the folder containing photos for the slide show and select the ones you want by holding the **Ctrl** key and clicking on each photo. To add sound and video sound files choose **All Files (*.*)** from the **Files of type** list box. When you have selected all the files you want, click **OK** to open the Slide Show dialog box where you can set how the show progresses. Here you can choose transition effects for the photos and the time delay between slides. Click **Advanced** to play music (*.mid) files during the show, resize each photo to fit the screen, display various captions and save the slide show for later use. Click **Play** to start the slide show.

Creating a screen saver:

Click **Screen Saver** from the **Screen Art** task menu. This opens a dialog box for you to select photo and sound files. If you haven't already created a slide show, go ahead and select the files that you want to use and click **OK**. If you want to use a slide show that you created earlier, double-click on any file to open the **Screen Saver** dialog box. Then click **Advanced** to expand the window and then click **Load** to select the slide show file that you want to use as a screen saver. Make sure to check **Update Screen Saver file list** and save your changes. Next, go to the Windows desktop and right click to choose **Properties** Click the **Screen Saver** tab in the Display Properties dialog box select **Ulead iPhoto Express** from the **Screen Saver** list box.

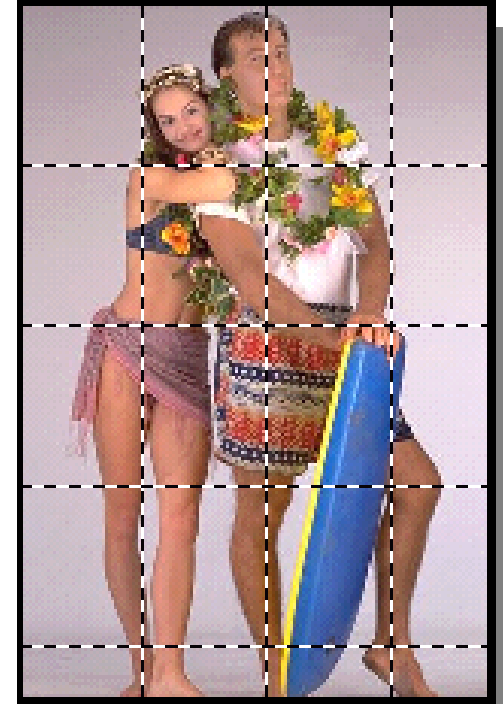To close this screenbook press **ESC** and then press **Alt+F4**

Printing posters

The **Poster** task enables you to print any photo across several pages that can be taped together to create a wall-sized poster.

If a photo is not already open in iPhoto Express when you click **Poster,** iPhoto Express Explorer opens so you can find the photo you wish to print. Go to the folder that contains the photo that you want to make into a poster and click the photo's thumbnail to open the photo in iPhoto Express' Poster Print Preview mode.

Click **Options** and choose **Layout** to determine the size of the poster. Enter the size for the poster in the Image size group and click **OK**. At this point you should notice the number of pages that the poster will print across under **Pages** at the top of the screen. Choose the number of **Copies** that you want to print as well as any **Overlap** on each page to help you cut and tape the poster together.

Click **Print** to print the poster, then tape the pieces together.

Printing namecards

The **Namecard** task enables you to print out several copies of your namecard or wallet-sized photo on a single sheet of paper.

If a photo is not already open in iPhoto Express when you click **Namecard,** iPhoto Express Explorer opens displaying a folder tree and thumbnail-sized samples of your photos. Go to the folder that contains the namecard or photo that you want to print and click on the thumbnail.

Automatically, iPhoto Express calculates the number of namecards or photos that can fit onto one sheet of paper and displays that many copies of it in the **Print Preview** window. Choose the number of sheets that you want printed and click the **Cutting grid** checkbox if you want a grid of dotted lines printed between the namecards or photos to aid in cutting them apart after printing.

Click **Print** to print the specified number of sheets and then cut the namecards apart.

Creating a calendar

The **Calendar** task enables you to use any photo as the centerpiece of a personalized calendar.

If no photo is open in iPhoto Express when you click **Calendar,** iPhoto Express Explorer opens, displaying a folder tree and thumbnail-sized samples of your photos. Go to the folder containing the photo you want to make into a calendar and click the thumbnail of that photo.

After choosing your photo, the Calendar dialog box opens. Choose the orientation of your calendar by clicking Portrait or Landscape. Then select the desired calendar style from the listed template thumbnails.

Specify the date for the calendar in the **Year, Month** group. Click once to select and again to drag and move. Resize an object by clicking and dragging its control points. To change the font, color and other aspects of a calendar element, click the right mouse button and choose an option. In this way, you can display each day in big numbers, abbreviate the days of the week, and show the previous and following months.

Click **Print** for a paper copy or **Wallpaper** to use the calendar as your Windows wallpaper. If you want, click **To Clipboard** to insert the calendar into the iPhoto Express workspace as an image for further editing using the Paste task.

To close this screenbook press **ESC** and then press **Alt+F4**

Copying and faxing photos

Copying

The **Copier** task enables you to quickly scan a photo and print it directly onto paper achieving the same results as a copy machine.

To copy a photo, place the photo in your scanner according to its instructions and click **Copier.** If you are using a digital camera, just connect it to the PC.

The scanner driver software that came with your scanner enables you to specify the size, resolution and data type (number of colors) for your scan. To decide how to choose the right scan settings, refer to the instructions that came with your scanner or review the Photo Capture tour or Scanner Troubleshooting help that comes with iPhoto Express.

For digital cameras, all you need to do is select which photo you want to download from the camera using the camera's software.

Faxing

The **Fax** task enables you to scan a photo and then send it as a fax.

To fax a photo, place the photo in your scanner according to its instructions and click **Fax** In the dialog box that opens, type in a title for the fax and a brief note in the **Subject** and **Message** boxes and click **OK**.

Select the fax software that you have installed on your computer in the service profile list box and click **OK** (you only need to do this when you change your fax settings). Your fax software opens for you to address the fax.

After addressing the fax, The scanner driver software that came with your scanner enables you to specify the size, resolution and data type (number of colors) for your scan. To decide how to choose the right scan settings, refer to the instructions that came with your scanner or review the Photo Capture tour or Scanner Troubleshooting help that comes with iPhoto Express.

For digital cameras, all you need to do is select which photo you want to download from the camera using the camera's software.
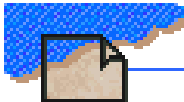
To close this screenbook press **ESC** and then press **Alt+F4**

Going from Start to Finish

iPhoto Express arranges its tools in a logical and straightforward
manner that takes the guesswork out of photo editing by
presenting you with the right tools at the right time. From **Start** to
Finish you have intuitively ordered groups of tasks leading you
along the road to fantastic images.

Click one of the groups below for a detailed description of the
tasks it contains:

Start - Here are all the different options that you
have for bringing a photo into iPhoto Express.

Adjust - Here are all the tools that you need to do
basic fix-up work on your newly opened photos.

Enhance - Here is where your imagination can
run wild as you add fantastic effects, fancy text,
and your own painted creations to your photo.

Finish - Here are all the options for presenting
your finished work on paper, screen, or
electronically by fax and email.

To close this screenbook press **ESC** and then press **Alt+F4**

The Start group: Bringing a photo into iPhoto Express

The starting point for iPhoto Express is your photo. To get a photo into iPhoto Express, click **Start** and choose the task that corresponds to where your photo is being opened from.

Click one of the tasks below to get a detailed description of how it works:

Open – open a file from your hard disk, a floppy, or a photo CD.

Paste – insert photos placed on the clipboard from other programs.

Scan – bring a photo into iPhoto Express by scanning it or downloading it from a digital camera.

New – start from scratch with a clean photo that you can paint and add text to and create your own work of art.

Import – use your VCR or video camera and video capture card to obtain the picture you want.

To close this screenbook press **ESC** and then press **Alt+F4**

Opening a photo

You can bring photos that have already been saved into a
digital format into iPhoto Express from several sources,
such as floppy disks, hard disks and Photo CDs.

Floppy disks- If you're getting your photo from a friend or
colleague, transferring it by floppy disk maybe the easiest way.

Hard disks- This is the place to go to get any cool images that you
may have worked on before or downloaded from the Internet or off a
local area network.

Photo CDs- With Photo Express you are not limited to working with
just your own photos, but you can also make use of commercially
produced photo CDs that offer a full range of high-quality photos
created by professional photographers the world over. You can also
take your own negatives to a photo processing store and have them
put your photos onto a photo CD.

To bring in a photo from any of the above sources first insert the source that the
photo is stored on into your PC (if the photo comes on a floppy or photo CD). Then,
in the **Start** task group, click **Open** and choose the folder containing the photo from
the **Look in** text box. If you have lots of photos in a folder, you might want to limit
how many appear in the dialog box by choosing a specific format from the Files of
type list.

Scanning a photo

iPhoto Express makes it simple to turn printed photos into digital form with either a scanner or digital camera so that iPhoto Express can work on them.

Scanner - This is probably the easiest way to get a photo into iPhoto Express. iPhoto Express can work with most any TWAIN-compliant hand-held, flatbed, or sheet-fed scanner.

Scanning a photo:
To scan a photo go to the **Start** task group and click the **Scan** task. In the resulting dialog box, click the **Post Processing** tab to select any auto-processing (such as straightening or trimming unwanted edges) that you want iPhoto Express to perform after scanning and click the **Acquire** button. (Refer to your scanner's user guide for specifics on scanning the photo).

When scanning, the best resolution to choose is that of your output device. Choosing too high a resolution produces a photo that requires more storage space than you need. Too low may result in your image looking too pixelated (like a collection of multi-colored tiles). If you intend to print the photo on a laser printer, you should scan between 400-600 dpi. If you are going to display the photo on-screen you should scan at 96 dpi resolution. Many ink jet color printers have resolutions of around 300 dpi.

Digital camera- You can also use photos from a digital camera in iPhoto Express. In some ways, this may be the best way to obtain your source photos as your images will not suffer from losses due to conversion as they might from a scanner.

Downloading photos from a digital camera:
After snapping photos with your digital camera it is a simple matter to bring them into iPhoto Express. First you need make sure that the download cable is connected to the appropriate port or card on the back of your PC and that the software that came with your camera has been properly installed. Most digital cameras are TWAIN-compliant and can be accessed by iPhoto Express through the **Scan** task in the **Start** task group.

When downloading a photo iPhoto Express calls up the software that came with your digital camera enabling you to select the photo that you want to open into iPhoto Express. (See your digital camera's user guide for more details.)

Importing a photo

If you have a video capture card in your computer you can also grab any frame from a video source and bring it into iPhoto Express.
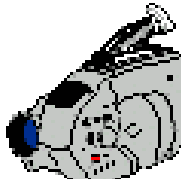
Video camera- Freeze a frame showing a scenic spot from your most recent family outing, your best friend blowing out the candles on his birthday cake. Or capture a frame in real time of each family member to put into a digital slide show.

VCR - You can capture a frame from whatever you have recorded onto video tape. Grab a frame from a favorite TV show or movie that you have recorded onto video. All you need to do is plug a cable from your VCR to your PC. **Note:** Make sure you do not violate any copyright regulations when capturing or reproducing frames of video created by others.

Grabbing a frame from a video source
To grab a frame from a video source you first need to make sure that your video capture card is properly installed and that the capture software is loaded onto your PC. Then make sure that the video source is turned on and ready to play.

In the **Start** group click **Import** and choose Video Capture. The Video Capture dialog box opens showing the current video source. Start your video playback and watch the preview window for the image(s) you wish to capture. When you see a frame you want, freeze it by double clicking the preview window and clicking **Get Photo**. Double-click the preview window to collect other frames or click the **Exit** button to close the Video Capture dialog box and return to iPhoto Express.

To close this screenbook press **ESC** and then press **Alt+F4**

Pasting a photo and Creating a new photo

Pasting a photo

To paste a photo from another program into iPhoto Express you first need to select and copy the photo from its original document and place it onto the Windows clipboard. Next, switch to iPhoto Express and click the **Paste** task in the **Start** group. The photo appears as a floating selection in a new window. To work on the photo, merge it to the background by clicking the right mouse button over the photo and clicking **Merge**.

You can also copy part of a photo that is already open in iPhoto Express and paste it as a new photo: Click **Selection** from the **Enhance** group to select the portion of the photo that you want to use and press Ctrl+C to copy it. Then click the **Paste** task in the **Start** group and the selected portion of the photo will appear as a photo in its own window.

Creating a new photo

When you don't want to begin with an existing photo, iPhoto Express enables you to start from scratch with a clean canvas through the **New** task. The New dialog box gives you complete control over the photo's qualities. For example, you can limit the number of colors your photo contains by specifying a different data type. Set a default background color for the photo by clicking the Background color square and choosing one of the colors that appear. Specify a resolution and size for your photo according to your intended output needs. Remember, when deciding upon a resolution that higher resolutions allow you to create photos with finer detail but require much more memory. Also, there is no point is using a resolution that is higher than your output device.

Straighten   Rotate / Flip   Crop   Focus   Lighting   Color   Red eye   Resize
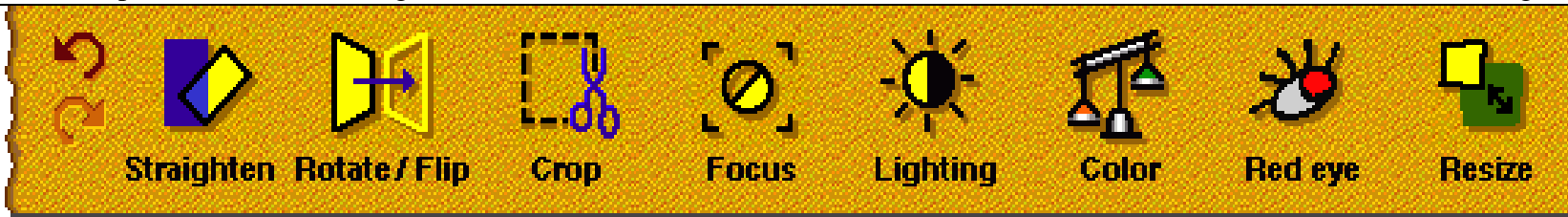
The Adjust group: Fixing up minor problems

Once you open a photo in iPhoto Express, you can begin turning it into a work of art. The **Adjust** task group is designed to help you make overall improvements in your photo, such as turning dull or lackluster photos into sharp and vivid ones, or fixing photos that have not been scanned quite right.

These arrows enable you to undo and redo tasks. To undo a task, click the top arrow. To redo a task that was undone, click the bottom arrow.

Read on or click below for more about adjusting your photos:

Straighten- fix photos that appear skewed or crooked.

Rotate/Flip- fix photos that have been flipped or turned on their sides or upside down.

Crop - trim away unwanted borders or edges from a photo.

Focus - sharpen or blur a photo to make it more clear or give it a softer feeling.

Lighting - control the brightness & contrast of the photo.

Color - change the hue, intensity, and color balance of a photo.

Red eye - remove red from camera-flashed eyes.

Resize - change the size of a photo.

To close this screenbook press **ESC** and then press **Alt+F4**

The **Straighten**task automatically straightens a photo with a click of the mouse. Your photo may be slanted because it was skewed during a scan or your camera was tilted.

The **Rotate and Flip**task enables you to quickly reorient a photo that was scanned backwards or on its side. When you click**Rotate and Flip**, a menu offers the following rotation and flipping options: **Rotate** turns the photo 90° either clockwise or counterclockwise. The **Flip** task switches the image onto its reverse side or flips it upside down. For example, if a photo negative was printed in reverse and the letters on it were backwards, you could flip it back to its original side. (This is also a good way to switch which way someone is looking in a photo.)
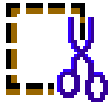
The **Crop** task allows you to trim away unwanted parts of a photo. When you click **Crop**, a bounding box with eight control points appears over the center of your photo. Click and drag on a border to move the box over your photo, To change its size, click and drag on a control point in the desired direction. Double-click to crop the photo.

The **Focus** task sharpens or blurs a photo. When you click Focus a dialog box opens showing a preview of the original photo on the left and the adjusted photo on the right. Slide the scale below the preview accordingly to control the degree of clarity. Moving it to the right sharpens the photo and moving it to the left blurs it.

The **Lighting** task lightens or darkens a photo and can either highlight or obscure detail. When you click Lighting, a dialog box opens offering you controls for adjusting brightness, contrast and gamma. **Brightness** makes the overall appearance of the photo brighter or darker. **Contrast** brings out detail by increasing the difference in the grayscale level within the photo. **Gamma** shows more detail in shadows and washed out areas of the photo.

The **Color** task gives you complete control over how the colors in a photo look. You can use the **Color** task to fix photos that have gone yellow with age or make the colors in a dull photo look more vivid. When you click the **Color** task, a menu appears offering you a choice of adjusting the color balance or hue & saturation. **Color Balance** controls the amount of red, green, and blue in a photo. Its dialog box contains the three color control sliders for controlling the relative amounts of each color in the photo. The **Hue & Saturation** dialog box offers ways to enrich or shift colors in the photo. Hue controls the overall mood of the photo by shifting its tone. Saturation controls the degree of the pureness of the colors. The higher the saturation, the brighter and richer the color will appear. At lower saturation levels, colors will appear duller and not as rich.

The **Red Eye** task gets the red out of camera-flashed eyes, restoring a more natural sparkle. When you click Red Eye, the Remove Red Eye dialog box opens where you can select the areas needing correction and how much to correct.

To close this screenbook press **ESC** and then press **Alt+F4**

The **Resize task** enables you to change the original size of your photo. When you click the Resize task a dialog box opens giving you the option of changing the photo's physical **size** or the **density** of the pixels in the image.

Size
By changing the size of your photo, you actually change the data in your photo. Making it smaller deletes information as you need to squeeze more data into a smaller space. Enlarging a photo causes iPhoto Express to interpolate (guess) how to add new information to fill the new space made available by the added size. Resizing a photo this way also affects the amount of memory required. Smaller photos require less memory while larger ones require more.

Density
When you change the density, you don't actually change any data, so the file size does not change. What you change is the size of each pixel (dot) in your photo and how close it is to its neighbor. By increasing the density, pixels become smaller and closer together, so the image shrinks. By lowering the density, pixels become bigger and further apart, and the image grows in size.

Note: Changing the density of a photo cannot be seen onscreen because your monitor itself cannot change the density at which it shows its pixels. The change will be apparent when you print your photos.
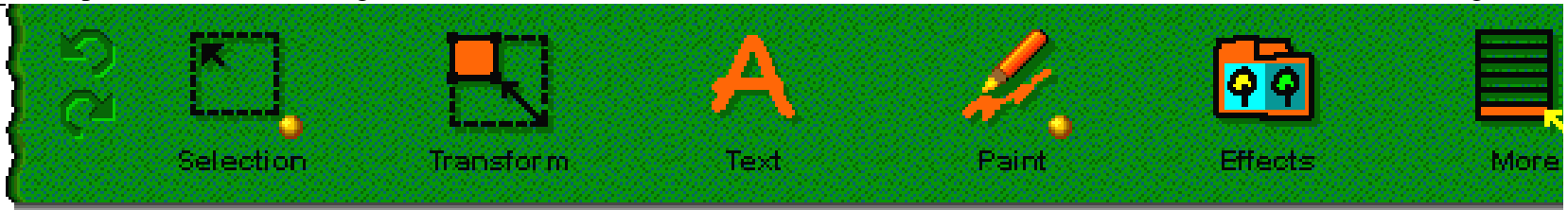
The Enhance group: Letting your imagination fly

After adjusting the overall look of your photo, the **Enhance** task group lets your creativity soar as you add special touches here and there to enhance the look of your photo. The **Enhance** task group makes your photos unique with tools for moving parts of a photo, distorting, adding text, applying special effects, painting and more.

Read on or click below for more about enhancing your photos:

Selection - Use these tools to select portions of a photo to modify.

Paint - paint over a photo with an assortment of paint brushes and effects.

Transform - slant, rotate, flip, and distort portions of a photo.

Effects - apply special effects such as watercolor, embossing, or other unique features to your photo.

Text - add curved, colored text to a photo.

More - add frames and shadows or curl up a corner with the Turnpage effect.

To close this screenbook press **ESC** and then press **Alt+F4**

Selection

iPhoto Express offers you complete flexibility for selecting portions of your photo to isolate for editing. You can select according to a defined shape, by drawing a freehand selection, or by choosing similar colors.

Simple shape tool

Select rectangular, square, elliptical, or circular areas in a photo by dragging your mouse over the photo. For perfect squares or circles, press the Shift key as you drag. If you want to select an area of a specific size, type the desired height and width (in pixels) in the **Fixed size** boxes in the Attribute Toolbar. With the **Fixed size** checkbox checked, wherever you click over the photo, a selection of that size will appear.

Lasso tool

Trace the area of a photo that you want to select. You can trace in a straight line by clicking on the photo to set the starting point, moving the pointer across the photo to the next point and clicking again. Continue tracing in straight lines by clicking elsewhere on the photo or drag to continue freehand tracing. By combining both methods you can quickly trace out the exact area you want to select. To finish tracing the selection area, double-click on the photo.

Magic wand

Select similar colors in the photo. If the area that you want to select contains more than one color, type in the range of colors that you want to select in the **Similarity** box in the **Attribute Toolbar** at the bottom of the screen. To automatically select the color range, you can check the **Select by: Line** or **Area** options in the **Attribute Toolbar**. With the **Line** option selected, the color range includes those colors covered by the line you drew. With the Area option selected, the color range includes all those contained within the area you enclose by dragging.
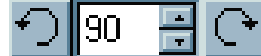
Transform

Flip, slant, twist, and turn a selected portion of a photo. When you click the **Transform** task in the **Enhance** task group an Attribute Toolbar appears at the bottom of the workspace with a series of buttons you can select enabling you to specify how to distort the selected part of a photo.

Flipping Flip part a of a photo either horizontally or vertically.

Rotating Rotate part of a photo by entering th angle of rotation and clicking either arrow button.

Free Transformations

Five buttons allow you to fine tune how you distort or rotate a selection with your mouse:

Freely Rotate Rotate the selection by dragging a control point to its new location.

Resize Drag a control point in the direction you want to resize the selection

Slant Skew the selection area by the same amount on two sides.

Distort Stretch the sides of a selection area by dragging control points independently.

Perspective Create a 3D effect by dragging two control points simultaneously in opposite directions.

Text

Add words to your photo using any font, style, size, color, and shape that you want. When you click the **Text** task in the **Enhance** task group an Attribute Toolbar appears at the bottom of the screen enabling you to specify the text's **Font**, **Size**, **Style**, **Fill** color, and **Shape**. You can even fill the text with texture or a blend from one color to another across the text.

Paint

This task enables you to retouch your photos by adding or enhancing paint colors using a variety of drawing tools. The task is broken down into four major categories with each category containing one or more unique tools for adding or changing colors in different ways.

Cloning

Paint part of a photo onto another photo. After choosing the clone source and destination photos, click the **Clone** tool and a cross hair replaces the normal pointer. At the bottom of the screen an **Attribute Toolbar** appears enabling you to control the size, shape, transparency, and edge blending of each clone brush stroke. Press the Ctrl key and click where you want to start cloning from. Then click and drag over the area you want to paint.

Retouching

Remove blemishes or scratches and brighten or darken parts of a photo. The retouch tools enable you to cover up blemishes and defects, create highlights, or manipulate images in a photo. You can control the shape, transparency and edge for each of these tools in the **Attribute Toolbar** There are three retouching tools:

The **Lighten** tool brightens up areas of a photo that appear too dark and enhances details.

The **Darken** tool sharpens areas of a photo that appear too washed out and make them appear more distinct.

The **Smudge** tool adds a hazy effect when applied. It is helpful in getting rid of blemishes and defects on photos as well as hiding rough edges that result from moving around parts of a photo.

To close this screenbook press **ESC** and then press **Alt+F4**

Painting

These are drawing tools that you can use to add colored lines and shapes to your photos. The painting tools' attribute toolbars allow you to control your brush size, shape, color transparency, and other features. There are five painting tools:

The **Paintbrush** tool makes smooth applications and is effective for hiding unwanted parts of a photo or adding new elements.

The **Airbrush** tool applies color sparsely with a spray paint effect and is suitable for making shadows and tints or blending colors together.

The **Crayon** tool has the visual texture of wax crayons. Use the Pressure and Density controls which affect how thick and dark colors appear.

The **Mark pen** applies solid color and can also act as a highlighter pen allowing the image below to show through.

The **Eraser** tool erases images by applying color to the photo in a manner similar to that of the Paintbrush tool.

Fills

These tools enable you to quickly change the color of a selected area of a photo with single color or a progression of colors. If nothing is selected, then the entire photo will be filled. By controlling transparency you can have your original photo show through the fill.

Bucket fill

Fill an area with a single color.

Gradient fill

Fill an area with a range of colors. To determine how the fill progresses, first click where you want the fill to start and drag to where you want it to end. Areas beyond these points will contain the start or end colors.

To close this screenbook press **ESC** and then press **Alt+F4**

Effects

The **Effects** task opens the Effect Palette where you will find a wide range of special effects that can be applied to a selection area or an entire photo.

Select the area of the photo that you want to apply a special effect to and then click **Effect**. This opens the Effect palette displaying examples of each effect. Click **Try** to replace the existing samples in the Effect Palette with your own photo.

Cool Blue	Cool Cyan	Fat	Emboss 1	Emboss 2	Mosaic

To apply an effect as is, just double-click on the desired example. If you wish to change the setting, click the Options button (next to the Try! Button) and click **Modify Properties and Apply**. A dialog box opens allowing you to custom set the options for the selected effect.

To close this screenbook press **ESC** and then press **Alt+F4**

More

The **More** task contains a few other enhancements that you might wish to make to your photo or selection. When you click More, a menu appears showing these commands:

Fill - Fills a selected area a particular color or pattern according to the Fill dialog box settings. The best reason to use this Fill command instead of those in the Paint task is that the Fill dialog box offers you the opportunity to create pattern fills using magic textures.

TurnPage - Gives your photo a curled corner. You may customize the effect by choosing different styles of curls, adjusting the size, angle and direction of the curl and controlling the direction of lighting.

Frame & Shadow - Adds a decorative frame with a shadow effect. You can make your frames as wide or narrow as you wish and fill them with a simple single color or fancy textured patterns.

Add/Remove Shadow - You can add customized shadows to floating selections. By adding a shadow, you add dimension to you photos and give them a more realistic, 3-D feeling.

Save	Calendar	Print	Screen art	Export	Send
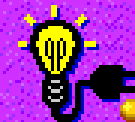
The Finish group: Delivering your photo to others

When you've finished creating the perfect photo, it's time to let others see it. You can do this by clicking **Finish**. iPhoto Express provides many different ways to show off your work.

Read on or click below for more about what to do when you finish editing your photos:

Save - store a photo to a disk for safe keeping, transport and later use.

Screen art - display photos on-screen as wallpaper, a slide show, or screen saver. (See page 19 in **Quick Tasks**)

Calendar - use a photo as the centerpiece of a personalized calendar. (See page 24 in **Quick Tasks**)

Export - Additional commands from plug-in modules.

Print - print a photo on paper, enlarge it into a wall-sized poster or print multiple copies on a single page to save space.

Send - send a photo by email to friends and family.

Saving a photo

The **Save** task enables you to keep all the changes that you have made so that you can use the photo at a later time.

Saving a photo for the first time
Although the **Save** task is found within the **Finish** task group, it is a task that you may want to use as you work on a photo as well as when you have finished. By saving in the middle of editing, you protect yourself from losing valuable changes due to unforeseen accidents. Clicking the **Save** task when saving an untitled photo opens the **Save As** dialog box where you choose the destination folder, name and file type for your photo.

Saving a photo with a new name
If you made changes to a photo but don't want to lose your original photo, you can save the changed photo under a new name with the **Save As** command in the **File** menu. Choosing **Save As** opens a dialog box enabling you to choose a new name and/or location.

Saving over a previously saved photo
If your photo already has a name, clicking **Save** automatically stores all the new changes you made to the photo. This will replace the file with the most recently edited version.

Note: A fast way to save changes as you work is to press **Ctrl+S**. This keeps you from having to switch to the **Finish** task group every time you want to save a photo.

Printing a photo

The **Print** task enables you to print your photo onto
paper.

Clicking the **Print** task in the **Finish** task group opens a
menu with three print options. Read on or click below for
more information.

Print
Prints your photo on paper as a single
image.

Print tile
Prints a page filled with as many copies of
your photo as can fit. (See page 23 in **Quick
Tasks**.)

Print poster
Prints your photo across many pages that
can be taped together to form a single large
poster. (See page 22 in **Quick Tasks**)

To close this screenbook press **ESC** and then press **Alt+F4**

Printing a photo on paper

Clicking the **Print** option in the **Print** task menu switches iPhoto
Express to Print mode. The Print Preview window opens enabling
you to specify the layout of your photo and showing
approximately how your photo will appear when printed. Your
photo appears with control handles on the sides and corners. By
dragging a control point, or the image you can resize or reposition
the photo on the page. Here are some other tools and options
you have available when printing:

Click **Title** and type in a message to add to the
photo in the text box that appears. ("&f" causes
iPhoto Express to automatically include the file
name.)

Click **Options** to center the photo on the page,
resize the photo to fit the page or reset the
photo to its original size.

Click **View** to zoom-in or zoom-out on the photo
or to display a ruler to measure its size.

Click **Close** to cancel printing and return to the
main screen.

Click **Print** to print the photo out with the current
settings.
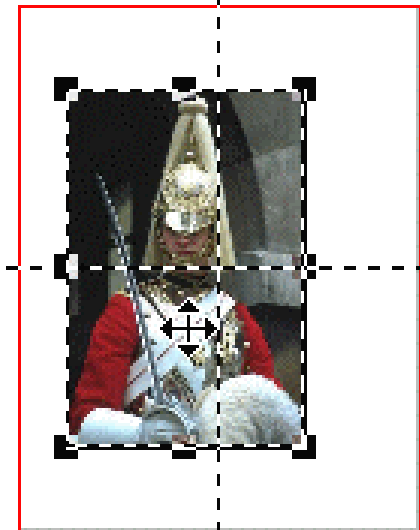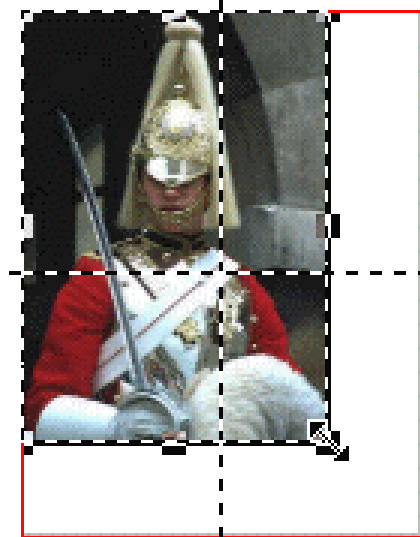
Exporting a photo/Sending it by email

Export

If you have some other software or hardware that can plug into
iPhoto Express, their commands will appear in the Export task.
Some of the things you might find here could include saving options
for video capture devices or non-TWAIN digital cameras to export a
photo. You might also find commands that expand the file format
support for iPhoto Express.

Sending a photo through email

When you click the **Send** task in the **Finish** task group, a dialog box
opens prompting you for the title and text of your email message.
After filling in the **Subject** and **Message** text boxes, click **OK** and
select the email service that you are using in the **Profile Name**
dialog box. You only have to do this when emailing for the first time
as iPhoto Express will remember your profile name.

After selecting your email service in the profile dialog box, click **OK**
to open that service's email software. When you complete your
message, click **Send**.
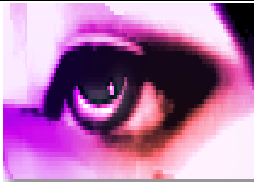
Visual guide

This section offers you a visual catalog of effects and filters
applied to images.

Adjust

original image

color balance   **hue & saturation brightness**   **contrast**   **red eye**

To close this screenbook press **ESC** and then press **Alt+F4**

Effects

original image

blur   **sharpen**   **cool blue**   **cool cyan**   **emboss**

fat   **mosaic**   **ripple**   **thin**   **tile**

warm red   **warm yellow**   **watercolor**   **wind**

Others

original image

add shadow   **frame & shadow** **turnpage**   **paintbrush**   **crayon**

darken   **gradient**   **lighten**   **clone**   **smudge**

mark pen

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