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Getting started

Quick card

Creating calendars

Copying namecards

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 About this window

This task guide window is designed to remain visible at all times to help you as you work on a photo. If you wish to temporarily hide its contents without closing, simply right-click on this window and choose **Keep Help on Top>Not on Top**. Then press Alt+Tab to switch between the Task Guide Help and iPhoto Express.

Help me with...

Quick card

iPhoto Express comes with a wide range of easy to use templates that enable you to quickly create greeting and business cards using your own photos and text.

To create a specialty card:

1. Go to **Quick Task** and click the **Quick card** task.
2 Select the type of card that you want to create in the pop-up menu that appears.
3. iPhoto Express Explorer opens showing previews of several cards to choose from. Click the template that you want to use to create your own card.

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Help me with...

Quick card

4. The template you selected opens in iPhoto Express showing several objects which may include a background photo, framed photo, photos and text. Click on the **background** and the [icon] button appears at the bottom of the template.
5. Click [icon] and choose one of the options to change the background photo.

[icon]

Note: When the pointer is over the [icon] button, the pointer changes to the **Click** pointer.

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Help me with...

Quick card

6. Choose a fit option in the **Replace Photo** window and click **Preview** to see the how the photo looks. Check out other fit options until you find the one you like best, and then click **OK**.

Note: You may have to move the **Replace Photo** window to see the fit preview.

7. Click the pointer over another photo in the template to display its [photo] button.

Note: When the pointer is over a text, frame, or photo object, it changes to the Select pointer.

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Help me with...

Quick card

8. Click ![icon] to replace the photo with the one you want, just as you did for the background photo.

Note: Photos in templates have two parts - a photo and a mask. The mask works like a frame, covering the photo to give it a soft edge, rounded shape, and/or an actual frame appearance. Some masks even allow you to create special effects by selectively covering over or masking the photo with a specific pattern.

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Help me with...

Quick card

9.   Position the new photo within its mask by clicking on the photo and dragging it until the part of the photo that you want appears.

Note: When you move the pointer over a photo, the pointer changes to the **Place** pointer.

10. Move the combined mask and photo object to the position you want by clicking on the mask and dragging it.

Note: When you move the pointer over a frame, the pointer changes to the **Move** pointer.

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Help me with...

Quick card

11. Repeat steps 7 through 10 to modify any other photos in the template.
12. Click the pointer over any text in the template to display the [T] button.

Note: When the pointer is over the [T] button, the pointer changes to the **Click** pointer.

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Help me with...

Quick card

13. Click ![Text Attribute icon] to open the Text Attribute window where you can change the text font, size, style, color, shape, add a shadow, and type in your own message. Click Attribute to modify or change the setting, and the sample text is displayed in the preview window below.
14. Type the message that you want in the **Message box** above the preview window.
15. Right-mouse click on the **Fill** square to choose a color, fill with a gradient of colors, or fill with a fractal texture.

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Help me with...
Quick card

16. Browse through **Shape** and choose one that stretches the text the way you want.
17. After modifying the text, click the **Preview** button to see how the new text looks in the template.
Note: You may have to move the **Text Attribute** window to see the preview.

18. When the text looks the way you want it to, click **OK**.
19. Move the text to the position you want by clicking on the text and dragging it.

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Help me with...

Quick card

20. Repeat steps 12 through 19 to modify any other text in the template.
21. Go to **Finish** and click the **Save** task to save your card. In the window that appears, type in the name you want to give the card and click **OK**.
22 Click one of the **Finish** tasks, follow the directions to print or send your card and you are finished.

Note: Click here for more help on **Finish** options.

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Done

This button appears on a photo whenever you select it. Clicking it displays options for replacing the photo with another one of your choice.

This button appears on a text object whenever you select it. Clicking it displays options for changing the text and modifying its color, size, style, and shape.

Screen art

iPhoto Express gives you several ways to display your photos on screen. Choose an option to find out how to add more personality to your PC:

Wallpaper - enables you to quickly add any photo to the desktop of your PC.

Slide show - shows your favorite photos and video clips along with sound bites and music.

Screen saver - entertains you with a slide show whenever your PC is idle.

Wallpaper

iPhoto Express makes it easy to switch your current Windows wallpaper to any photo you have on your PC.

To change your wallpaper:

1. Switch to **Quick Task** and click the **Screen art** task.
2. Choose **Wallpaper** in the pop-up menu that appears.
3. If no photo is currently open, Photo Explorer starts up. Browse the folders on the left to find and then select the desired photo.

Wallpaper

4. Select the desired **Desktop background color** in the **Wallpaper** option box by clicking the color cell and choosing a color.
5. Select either **Center** or **Tile** in the **Display** group by clicking the desired option.
6. Check **Fit in window** if you want to automatically resize the photo to fit the desktop.
7. Click **OK** to accept the options and display the new wallpaper.

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Slide show

iPhoto Express enables you to select, create and display slide shows combining your favorite photos, sound bites, video clips and music on your PC.

You can choose to:

▶ **Select** a previously created slide show file that you can modify and display.
   or

▶ **Create, save, and preview** a slide show file for later use.

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Slide show

It is easy to select and display a slide show combining your favorite photos, sound bites, video clips and music on your PC.

To select a slide show:

1. Go to **Quick Task** and click the **Screen art** task.
2. Click **Slide show** in the pop-up menu that appears.
3. Double-click on a slide show file (*.shw) in the window that appears.
Or: Navigate to a folder containing the slide show that you want to play and double-click on the file.

Slide shows

4. Click **Random** to choose the transition effect that you wish to have between slides.

Note: Unless you want to use the same transition effect between all slides, choose **Random** as it provides a different effect between each slide.

5. Specify any desired delay, whether or not to keep the sound bites in sync with the slides, and if you want the slide show to be user controllable by setting the appropriate options.
6. Click **Advanced** to specify the music and other settings.

Slide shows

7. Click the **Music** tab to create a play list of music files to play during the slide show. To add a music file, click **Add** and browse to find the desired music (*.mid) file.
8. Specify other options in either the **General** or **Info** tabs.
    Go to **General** to set the slide show to repeat continuously and resize all the photos to fit the screen.
    Go to **Info** to select and position a caption for the slide show and/or for each slide.

Slide shows

9. Click **Font** to specify the appearance of any captions that you want displayed during the slide show.
10. Click **Save** to keep the modifications that you have made to the slide show.
11. Click **Play** to start the slide show.

Slide show

iPhoto Express makes creating a slide show easy by letting you visually pick your favorite photos, sound, and video clips through iPhoto Express Explorer.

To create a slide show:

1. Click the Windows **Start** button and select **iPhoto Express Explorer** in the Programs/Ulead iPhoto Express submenu.
2. In the folder window that appears, navigate to the folder containing the desired photos, sound bites, and videos to include in the slide show.

Slide show

3.   Select the thumbnails of the photos, sound and video files for the slide show by clicking on them while holding the Ctrl key.

Note: To control the slide order in the slide show, you need to rename the slide source files alphanumerically.
To rename, select a slide's thumbnail, right click and select **Rename** in the pop-up menu. Type the new name and click **OK**. For example, the first slide in a slide show of your family could be named "Family1."

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Slide show

4. After selecting the thumbnails, click **Slide Show** to set the slide show options.
5. Click **Random** to choose the transition effect that you wish to have between slides.

Note: Unless you want to use the same transition effect between all slides, choose **Random** as it provides a different effect between each slide.

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Slide show

6. Specify any desired delay, whether or not to keep the sound bites in sync with the slides, and if you want the slide show to be user controllable by setting the appropriate options.
7. Click **Advanced** to specify the music and other settings.
8. Click the **Music** tab to create a play list of music files to play during the slide show. To add a music file, click **Add** and browse to find the desired music (*.mid) file.

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Slide show

9. Specify other options in either the **General** or **Info** tabs.
    Go to **General** to set the slide show to repeat continuously and resize all the photos to fit the screen.
    Go to **Info** to select and position a caption for the slide show and/or for each slide.
10. Click **Font** to specify the appearance of any captions that you want displayed during the slide show.

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[Back]

Slide show

11. Click **Save** to keep the modifications that you have made to the slide show.
12. Click **Play** to start the slide show.

[Back]
[Done]

[Back]

Screen saver

iPhoto Express makes it easy to use an existing slide show as a screen saver.

To select a screen saver:
1. Go to **Quick Task** and click the **Screen art** task.
2. Choose **Screen saver** in the pop-up that appears.
3. In the dialog box that opens, type *.shw to locate and select the desired slide show.
4. Click **OK** to close the dialog box and then change your Windows Display Properties to the new screen saver. Click here [icon] to do it now.

Want to create a slide show?   [Here's how]

[Back]

[Done]

Posters

iPhoto Express makes it easy for you to turn your favorite photos into large posters. iPhoto Express does this by printing out a photo on several pieces of paper which can then be taped together.

To print out a poster:

1. Go to **Quick Task** and click the **Poster** task.
2. If a photo is already open it will be used to make the poster and if none, iPhoto Express Explorer opens. In this case, navigate to the folder containing the desired photo and click on the thumbnail of the photo.

Posters

3. Type the number of copies you want to print in the **Copies** box at the top of the **Print Preview** window.
4. Click **Options** and select **Layout** in the pop-up menu to set the poster size.
5. Type in the Image size and Print information for the poster.
6. Click the **OK** button after choosing the poster size. The **Layout** window closes and you can see gridlines on the photo showing how many pages will print out for the poster.

Posters

7. Click **Print** to start the process sheet by sheet.
8. Collect the sheets and tile them together to recreate the photo.
9. Attach the sheets together using clear tape and the poster is ready for to be used.

Namecard

iPhoto Express can help you print multiple copies of your business card or wallet-sized photo. Before printing, however, you must create a business card or photo, or scan one that you already have into iPhoto Express.

Want to create one? [Here's how]

To print out many namecards:

1. Go to **Quick Task** and click the **Namecard** task.
2. If no business card is open in iPhoto Express, iPhoto Express Explorer opens. Navigate to the folder containing the namecard and select it.

Namecard

3. A sheet full of namecards appears in the **Print Preview** window. Type the number of sheets you want to print in the **Copies** box at the top of the **Print Preview** window.
4. Check the **Cutting grid** option if you want dashed lines printed between the namecards as a cutting guide.
5. Make sure the **Fit as many as possible** option is checked in the pop-up menu that appears when you click the **Options** button.

Namecard

6. Click **Print** to start the process sheet-by-sheet.
7. After printing the sheets of namecards click the **Close** button.
8. Carefully cut along the dotted lines, or along the edges of each card, to finish preparing the namecards. The cards are now ready to be given to friends and business acquaintances.

[Quit]

Calendar

With iPhoto Express, it is easy to create calendars using your favorite photos to decorate your wall and plan your activities.

To create a calendar:
1. Go to **Quick Task** and click the **Calendar** task.
2. If you have no photo open in iPhoto Express, iPhoto Express Explorer opens.
   Navigate to the folder containing the photo you want to include in your calendar and select the thumbnail of that photo.

[Quit]

[Quit]

[Quit]

Quit

Calendar

3. iPhoto Express opens the **Calendar** window showing a preview of what the current calendar template looks like with your photo. In the **Template** group, click the portrait or landscape buttons to choose the orientation for your calendar.
4. Browse through the library of calendar templates by clicking them one at a time until you find the one that you want.

Note: For each calendar template, there are both landscape and portrait versions.

Quit

Quit

Quit

Quit

Calendar

5. In the **Year and Month** group, choose the desired year and month for your calendar.
6. To modify the size or position of the photo, year, month, weekday, and day, move the pointer over the calendar and select the object you want to change by clicking on it.
7. When you select an object, a border appears around it. Move the object by dragging the object to a new position.

Note: When the pointer is over a selected object, it looks like this:

Help me with...
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Help me with...

Calendar

8.   Resize the object by dragging its border to the desired size.

Note: When the pointer is over an object's border it looks like this: ▐▌

9.   Right click over an object to change its appearance.

◆   Over a blank area to change the color of the paper.

◆   Over the photo to make it resize to fit the page or to make it semi-transparent.

◆   Over a text object to change its font settings.

Note: You can also click **Font** to choose the font size, style, and color for each text object.

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Calendar

10. You can choose either big numbers for each day or small ones by right-clicking over the days and choosing **Big day** in the pop-up menu. Small numbers are a good choice if you plan to write more detailed notes on your calendar. Large numbers are a good choice if you plan to use the calendar mainly for knowing what day it is.
11. When you are satisfied with the appearance of the calendar, you can choose from the three options on where to send your calendar:

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Calendar

- **Print** Click to send the calendar to the printer.
- **Wallpaper** Click to use the calendar as your Windows wallpaper.
- **To Clipboard** Click to copy the calendar as an image to the clipboard.

Help me with...
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Copying

If you have a scanner and printer attached to your PC, iPhoto Express enables you to quickly copy your favorite photos just like you would if you had your own copy machine.

To use iPhoto Express as a copy machine:

1. Turn on your scanner and place the photo you want copied onto the scanner.
2. Go to **Quick Task** and click the **Copier** task.
3. Your scanner's software appears. Click **Prescan** to preview the photo.

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Help me with...

Copying

4. Set the **image type** (sometimes referred to as **scan mode**) to color if your photo and printer use color.
5. Set the **resolution** to between 150 to 300 dpi (the higher the resolution, the bigger the copy).
6. Drag the mouse over the preview window to select the area of the photo that you want to copy.
7. Click **Scan** to start the process and a copy is printed.

Help me with...

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Help me with...

Faxing

If you have a scanner and modem, iPhoto Express enables you to quickly fax photos to others.

To use iPhoto Express to send a fax:

1. Turn on your scanner and place the photo you want faxed onto the scanner.
2. Go to **Quick Task** and click the **Fax** task.
3. Select the proper service profile in the **Message box** that appears and click **OK**.

Note: Unless you have installed special fax software, you are probably using MS Exchange as your fax server.

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Help me with...

Faxing

4. Your fax software appears. Follow the instructions provided in your fax's user guide or on-line help.

Note: For MS Exchange:

1. Select the person you want to fax from the address book, or click **New** to enter their name and number.
2. Click **To:** button to add their name to the address list.
3. Then click **OK** to accept the address list and send the fax.

Help me with...
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Help me with...

Faxing

5. After addressing the fax, your scanner's software appears. Click the **prescan** button to preview the photo.
6. Set the **image type** (sometimes referred to as **scan mode**) to color if your photo and printer use color.
7. Set the **resolution** to between 150 to 300 dpi (the higher the resolution, the bigger the fax image).

Help me with...
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Help me with...

Faxing

8. Drag the mouse over the preview window to select the area of the photo that you want to fax.
9. Click the **Scan** button. The photo is scanned and faxed to the person or persons on the address list.

Help me with...
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Help me with...

Learning more

To get more information on how iPhoto Express can help you do what you want choose from one of the following on-line resources:

Choose **Guided Tour** in the Help menu to get an overview of the way iPhoto Express works.

Click the help sphere to open the **On-line help** for a quick reference on iPhoto Express features.

Choose **User Guide** in the Help menu to learn more on how to use iPhoto Express.

Help me with...
Help me with...

Print…

iPhoto Express gives you several ways to print your photos. Choose an option to find out how to do it.

 Print - adjusts the size of the image as it appears on the paper.

 Print tile - lays out images in a customizable grid format.

 Print poster - transforms an image into a large poster by printing it on several pieces that can be taped together.

Help me with...

Printing photos

After finishing a photo it is easy to print it on paper.

To print a photo:

1. Make sure the photo is open in iPhoto Express.
2. Go to **Finish**, click the **Print** task, and choose **Print**.
3. In the window that opens:

    Select the **Mode** for printing.

    Type the number of **Copies** that you want to print.

    Enter the coordinates where to start printing.

    Click **Title** if you want any caption printed with the photo.

Help me with...
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Help me with...

Printing photos

Help me with...   Click **Options** to set the position of the photo on the page or to move it back to its original position before you made any changes.

Help me with...   Click **View** to zoom in or out of the page, change the unit of measure used in the settings, or display a ruler.

4.   Click **Print** to send the photo to the printer.
5.   Click **Close** to return to the workspace.

Help me with...

Help me with...

Help me with...

Print tile

After finishing a photo it is easy to print it on paper.

To print a photo:

1. Make sure the photo is open in iPhoto Express.
2. Go to **Finish**, click the **Print** task, and choose **Print**.
3. In the window that opens:

Help me with...   Select the **Mode** for printing.

Help me with...   Type the number of **Copies** that you want to print.

Help me with...   Check **Cutting grid** to print the broken lines to serve as a guide in cutting your photos.

Help me with...

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Help me with...

Print tile

Help me with...   Click **Options** to specify how many photos to print on a page.

Help me with...   Click **View** to zoom in or out of the page, change the unit of measure used in the settings, or display a ruler.

4.   Click **Print** to send the photo to the printer.

5.   Click **Close** to return to the workspace.

Help me with...

Help me with...

Help me with...

Getting started

iPhoto Express guides you through photo editing in four easy steps. Click below to get started.

Start - Get the photo that you want to work on.

Adjust - Improve the overall look of your photo.

Enhance - Add text and special effects to your photo.

Finish - Output your finished photo.

Help me with...

Help me with...

Help me with...

Start

Switch to **Start** and choose where you will get your photo from:

a **floppy**,
hard disk or
PhotoCD

a **scanner** or
digital camera

a **video camera**
or **VCR**

Start fresh
with a **new
photo**

or another program by
copying and
pasting

Help me with...

Help me with...

Video camera

It is a snap to get photos from a video camera into iPhoto Express.

To download a digital photo:

1. Make sure your camera software and hardware are properly installed and the download cable connects your camera with your PC.
2. Click the **Import** task and browse through the photos to select the one you want to download.
3. Click **OK** to open the photo in iPhoto Express.

Help me with...

Help me with...

Help me with...   Go to **Adjust** the photo

Help me with...   Go to **Enhance** the photo

Help me with...   Go to **Finish** the photo

Help me with...

New photos

With iPhoto Express, you can start from scratch with a clean canvas upon which you can add photos, paint, text, and fill with texture.

To create a new photo:
1. Click the **New** task.
2. Click one of the **Data Type** buttons to choose the number of colors the new photo contains.

16 256

3. Click the **Background** color square to select the color for the canvas.

Help me with...
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Help me with...

Black & White

This mode allows the photo to contain only two colors - black and white. It is good for logos, line art, and drawings.

Grayscale

This mode is suitable for normal black and white photos as it contains 256 shades of gray.

16 color

This mode is suitable for color charts and diagrams as it contains 16 colors.

256 color

This mode is suitable for simple color photos and drawings as it contains 256 colors.

Full color

This mode is suitable for high-quality color photos as it contains 16.7 million colors.

Help me with...

New photos

4. In the **Width and Height** group, select **Standard** and click its size text box to choose from a list of standard sizes.

<div align="center">or</div>

Click **User Defined** to type your own **Height** and **Width** for the photo.

Note: The larger the physical dimensions of the new photo, the larger its file size will be. You can see the file size listed in KB (kilobytes) after **Memory Size**.

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Help me with...

New photos

5. Type the desired spacing between photo bits or pixels in the **Resolution** box.

Note: All changes made in the photo's dimensions are displayed in the preview window on the right.

6. You can switch between **CM** and **Inch** resolution units in the box to the right.
7. Click **OK** to create the new photo.

Help me with...

Help me with...

Help me with...   Go to **Adjust** the photo

Help me with...   Go to **Enhance** the photo

Help me with...   Go to **Finish** the photo

Help me with...

Hard disk

If you have photos already stored on your hard disk, you can easily get them into iPhoto Express.

To get a photo from your hard disk:

1. Switch to the **Start** folder and click the **Open** task.
2. Click the **Look in** window and move to the folder that contains your photo.
3. Double click on the photo you want and iPhoto Express displays it.

Help me with...
Help me with...
Help me with...   Go to **Adjust** the photo
Help me with...   Go to **Enhance** the photo
Help me with...   Go to **Finish** the photo

Help me with...

Pasting

Easily get a photo from another program into iPhoto Express.

To paste a photo:
1. In the program, select the photo or portion of the photo that you want.
2. Press **Ctrl+C** to copy it.
3. Switch to iPhoto Express, go to **Start,** click the **Paste** task and the photo appears.

Note: Within iPhoto Express, you can also copy a portion of one photo and paste it onto another photo.

Help me with...

Help me with...

Help me with...   Go to **Adjust** the photo

Help me with...   Go to **Enhance** the photo

Help me with...   Go to **Finish** the photo

Help me with...

Scanning

iPhoto Express makes it easy to scan your favorite photos into your PC.

To scan a photo:

1. Go to **Start** and click the **Scan** task.
2. In the dialog box that appears, make sure that the **New image** option is selected in the **Destination** tab.
3. Click the **Post Processing** tab and check any of the auto processing options to have iPhoto Express automatically adjust and clean up your scanned photo.
4. Click **Acquire**.

Help me with...
Help me with...
Help me with...

Help me with...

Scanning

5. Your scanner software appears. For detailed scan instructions, see your scanner's user guide.
6. In general, you should place the photo on your scanner.
7. Select the **image type** in your scanner software to be color, grayscale, or b&w.
8. Click the **Preview** button and a low-quality version of the photo appears in the preview window.
9. Drag the pointer diagonally over the preview of the photo from one corner to the other to select the area of the photo to scan.

Help me with...

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Help me with...

Help me with...

Scanning

10. Select the scan resolution.

Note: A scan resolution of between 150-300 dpi is probably good enough for most photos.

11. Click **Scan** to start the process. The scanned photo appears in iPhoto Express and ready to be worked on.

Using a handy scanner and want to scan large photos? Help me with...

Help me with...

Help me with...

Help me with... Go to **Adjust** the photo

Help me with... Go to **Enhance** the photo

Help me with... Go to **Finish** the photo

Help me with...

Stitching photos

iPhoto Express can help you to scan large photos with a handy scanner through its stitch feature. Stitch allows you to scan strips of a photo and join, or stitch, them together to recreate the original.

To stitch a photo:

1. Scan the photo in overlapping strips.

Note: For **Stitch** to work, the photo must be scanned as either a grayscale or color image.

2. Choose **Stitch** in the **Edit** menu. One of the photo strips appears in the **Stitch** window.

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Help me with...

Help me with...

Stitching photos

3. Click **Stitch with** to select the photo strip to stitch with the active strip.

Note: If more than two photos are open in iPhoto Express and you select the wrong photo strip to stitch. Don't worry, just click **Stitch with** again to select the right strip.

4. Make sure that the photo strips are oriented properly.

Click the horizontal **Switch directions** button to swap the photo strips left to right.

Click the vertical **Switch directions** button to swap the photo strips top to bottom.

Help me with...
Help me with...
Help me with...

Help me with...

Stitching photos

5. If one of the photos appears skewed relative to the other, you can use the **Deskew** buttons to reorient the skewed photo.

Click the vertical deskew button if the photo has vertical features such as a building or door frame.

or

Click the horizontal deskew button if the photo has horizontal features such as the horizon or a table top.

Help me with...
Help me with...
Help me with...

Help me with...

Stitching photos

6. Drag the endpoints of the horizontal or vertical line that appears on the photo to be aligned with a horizontal or vertical feature.
7. Double-click and the photo is reoriented so that it can be properly stitched with the other strip.

Help me with...

Help me with...

Help me with...

Help me with...

Stitching photos

8. With the strips properly oriented and the **Manually** and **Auto-fine tune** options selected, move the mouse over one of the photo strips. The pointer changes to a Help me with... indicating that you can move the strip.
9. Drag one of the strips onto the other strip roughly lining up their overlapping details.
10. Release the mouse button and iPhoto Express automatically fine tunes the stitching to produce a perfect photo.

Help me with...
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Help me with...

Adjust

Switch to **Adjust** and choose one of these adjustment tasks:

Straighten   Rotate & flip   Crop

Focus   Lighting   Color

Red eye   Resize

Help me with...

Help me with...

Help me with...

Straighten

If your photo was scanned, it may need to be straightened. No problem, it's automatic with the **Straighten** task.

To straighten a photo:

Go to **Adjust** and click the **Straighten** task. The photo is automatically straightened.

Note: After straightening, the photo may have a wider border. This is necessary to accommodate the straightened photo.

Help me with...

Help me with...

Help me with... Do another **Adjust** task

Help me with... Go to **Enhance** the photo

Help me with... Go to **Finish** the photo

`Help me with...`

Rotate / Flip

If your photo was printed in reverse or scanned on its side, you can fix the problem with the **Rotate / Flip** task.

To rotate or flip a photo:

Click the **Rotate / Flip** task and choose the way you want the photo flipped or rotated.

Note: Flipping differs from rotating in that flipping mirrors the photo while rotating merely turns it.

`Help me with...`

`Help me with...`

`Help me with...` Do another **Adjust** task

`Help me with...` Go to **Enhance** the photo

`Help me with...` Go to **Finish** the photo

Help me with...

Crop

Besides reorienting a skewed or flipped photo, you may also want to crop it to cut away unwanted parts.

To crop a photo:

1. Click the **Crop** task. A box with control points appears over the photo.
2. Move the pointer over the box and drag it over the part of the photo you want.

Note: When the pointer is over the box, it changes to the **Move** pointer. Help me with...

Help me with...
Help me with...
Help me with...

Help me with...

Crop

3. Drag a control point to fit the box exactly over the area you want to keep.

Note: When the pointer is over the edge or corner of the box, it changes to the **Resize** pointer. Help me with...

4. Double-click to remove the parts of the photo outside the box.

Note: When you have already made a selection, clicking the **Crop** task automatically removes the parts outside the box.

Help me with...

Help me with...

Help me with...   Do another **Adjust** task

Help me with...   Go to **Enhance** the photo

Help me with...   Go to **Finish** the photo

Help me with...

Focus

Through the **Focus** task, you can sharpen details in a blurred photo or create a softened look.

To focus a photo:

1. Click the **Focus** task.
2. In the window that appears, move the slider to the right to make the photo sharper or to the left to make it more blurred.
   Note: Check **Auto-focus** to have the focus level set automatically.
3. Click **OK** to apply the focus level to the photo.

Help me with...

Help me with...

Help me with...   Do another **Adjust** task

Help me with...   Go to **Enhance** the photo

Help me with...   Go to **Finish** the photo

Lighting

iPhoto Express makes it easy to lighten and bring out details in a dull photo through the **Lighting** task.

To change the brightness and contrast of a photo:

1. Click the **Lighting** task.
2. A window appears showing the brightness, contrast, and gamma controls as well as before and after samples of the photo.

Help me with...

Sliding the **Brightness** to the right increases the brightness of the photo.

Help me with...
Help me with...
Help me with...

Lighting

Sliding the **Contrast** control to the right increases the difference between darker and lighter areas in the photo bringing out detail.

Sliding the **Gamma** control to the right makes the colors appear more vivid.

3.   When you are satisfied with the photo, click **OK** to accept the changes.

Do another **Adjust** task

Go to **Enhance** the photo

Go to **Finish** the photo

Help me with...

Color

Color makes it easy to correct and adjust the amount of colors used in your photo and also add effects. You can choose from:

Color Balance controls the amount of RGB colors used in your photo. Use this to correct color problems or change the mood of a photo. Help me with...

Hue & Saturation task shifts the colors and their intensities in a photo. Use this to fix color problems or to create special effects. Help me with...

Help me with...

Help me with...

Help me with...

Color Balance

To balance the color in a photo:

1. Click the **Color** task and choose **Color Balance** to control the amount of red, green, and blue color in the photo. Slide a control to the right to increase the amount of that color in the photo.
2. When the sample looks good, click **OK** to accept the changes.

Help me with...

Help me with...

Help me with...   Do another **Adjust** task

Help me with...   Go to **Enhance** the photo

Help me with...   Go to **Finish** the photo

Help me with...

Hue & Saturation

To change the hue and saturation:

1. Click the **Color** task and select **Hue & Saturation**.

Help me with... **Hue** shifts each color in the photo around the color wheel.

- Slide the control to the right to give the photo a greenish cast.
- Slide the control to the left to give the photo a reddish cast.
- Slide the control to either end to give the photo a bluish cast.

Help me with...

Help me with...

Help me with...

Hue & Saturation

Saturation controls the intensity of colors in the photo.
- Slide the control to the right to make the colors more vivid.
- Slide the control to the left to make the colors appear more washed out.
2.   When the sample photo looks good, click **OK** to accept the changes.

Do another **Adjust** task
Go to **Enhance** the photo
Go to **Finish** the photo

Help me with...

Red eye

iPhoto Express makes it easy to get the red sparkle out of camera-flashed eyes with the **Red eye** task.

1. Click the **Red eye** task.
2. Select the **number of eyes** in the photo and the **Eye Size**.

Note: If more than two red eyes appear in the photo, select two to remove the red from and then repeat the process.

3. Drag the box(es) over the photo to cover the area of the red eye(s).

Help me with...

Help me with...

Help me with...

Help me with...

Red eye

4. Slide the **Red Tolerance** and **Effect Level** controls to the right to remove more red.

Note: The **Red Tolerance** and **Effect Level** controls are most helpful when removing red eye automatically. To do this, clear the **Select area of eyes** option.

5. Click the **Original Eye Color** square and choose a color if the eye color is noticeable.
6. Click **OK** get the red out.

Help me with...

Help me with...

Help me with...   Do another **Adjust** task

Help me with...   Go to **Enhance** the photo

Help me with...   Go to **Finish** the photo

Help me with...

Resize

Photos appear quite different on screen than on paper. The **Resize** task makes your photos look good wherever you put them.

To Resize a photo:

1. Click the **Resize** task to change the photo's size.
2. Click the **Size** tab to change the photo's physical size by adding or taking away bits or pixels of the photo. The larger the dimensions the bigger the photo appears and the larger file size it takes up.

Note: Size changes are displayed in the Print preview window.

Help me with...

Help me with...

Help me with...

Help me with...

Resize

3. Select **Standard** and click its size text box to choose from a list of standard sizes or click **User Defined** to set your own **Height** and **Width** for the photo.
4. To change the **Height** and **Width** independently, clear **Keep Aspect Ratio**.
5. Click the **Density** tab to change the spacing between pixels in the photo. The higher the resolution the smaller the photo appears.

Note: Density does not increase the photo's file size unlike **Size**.

Help me with...

Help me with...

Help me with...

Help me with...

Resize

6. Click **Display** to optimize the photo for onscreen viewing,
   Printer for printing on paper,
   and **User Defined** to set your own resolution.
7. Click **OK** to accept the size changes.

Help me with...
Help me with...
Help me with... Do another **Adjust** task
Help me with... Go to **Enhance** the photo
Help me with... Go to **Finish** the photo

Help me with...

Enhance

Switch to **Enhance** and choose one of these enhancement tasks:

<u>Making selections</u>

<u>Transforming selections</u>

<u>Adding text</u>

<u>Painting</u>

<u>Special effects</u>

<u>More effects</u>

Note: When using a built-in template, some enhancement tasks are not available.

Help me with...

Help me with...

Making selections

To select a portion of your photo to move or change, choose one of the selection tools below.

Simple shape tool - Allows you to quickly select a rectangular or elliptical area.

Lasso tool - Allows you to trace around any object to select it.

Magic wand - Makes it easy to select objects by their color.

Help me with...

Simple shape

To quickly select part of a photo:

1. Click the **Selection** task and choose **Simple shape** in the pop-up menu.
2. Choose the shape you want to draw in the **Shape** box at the bottom of the screen.
3. Click the pointer on the upper left and drag to the lower right of the object you want selected.

Help me with...
Help me with...
Help me with...

Help me with...

Simple shape

4. To add to or subtract from the selected area, choose add or subtract in the **Mode** box at the bottom of the screen. Then drag the pointer over the area that you want to add or remove. (You can also hold down the **A** key or **S** key with the mouse, to do this).

Help me with...
Help me with...
Help me with...

Help me with...

Simple shape

Notes:

Help me with... To copy a selected object, drag it across the photo and the selected part of the photo is duplicated. If you want to move that part of the photo, click Options at the bottom of the screen and clear Preserve Base Image.

Help me with... After moving or changing a selection area, it floats above the photo. Clicking off the selection merges it onto the photo replacing what is beneath it.

Help me with...

Help me with...

Help me with...   Do another **Enhance** task

Help me with...   Go to **Adjust** the photo

Help me with...   Go to **Finish** the photo

Help me with...

Lasso tool

To draw around any object:

1. Click the **Selection** task and choose **Lasso** in the pop-up menu.
2. Drag the pointer to trace around the part of the photo you want to change. To draw freely, hold the mouse button down. To draw straight lines, click the pointer at one point, move the pointer to another point and click. Double-click to finish the trace.

Note: You can zoom-in to trace small details by pressing the + key.

Help me with...
Help me with...
Help me with...

Help me with...

Lasso tool

3. To add to or subtract from the selected area, choose add or subtract in the **Mode** box and then drag the pointer over the area that you want to add or remove. (You can also hold down the **A** key or **S** key with the mouse, to do this.)
4. Drag the selection to move it across the photo. When you click off of the selection, it is merged onto the photo replacing whatever is beneath it.

Help me with...

Help me with...

Help me with... Do another **Enhance** task

Help me with... Go to **Adjust** the photo

Help me with... Go to **Finish** the photo

Help me with...

Magic wand

iPhoto Express makes it easy to select similarly colored parts of a photo, such as a person's head against the sky, with the **Magic wand** tool.

To select with the Magic Wand:
1. Click the **Selection** task and choose **Magic wand**.
2. Choose the color range in the **Similarity** box at the bottom of the screen. Larger similarities select more colors.
3. Click over the part you want.

Hint: To select something on a solid background, click the background and invert the selection by right-clicking and choosing **Select Invert**.

Help me with...

Help me with...

Help me with...

Help me with...

Magic wand

3. To add to or subtract from the selected area, choose add or subtract in the **Mode** box and then click over the area that you want to add or remove. (You can also hold down the **A** key or **S** key with the mouse, to do this.)
4. Drag the selection to move it across the photo. When you click off of the selection, it is merged onto the photo replacing whatever is beneath it.

Help me with...

Help me with...

Help me with...   Do another **Enhance** task

Help me with...   Go to **Adjust** the photo

Help me with...   Go to **Finish** the photo

Help me with...

Transforming selections

Once you have selected an area of a photo you can reshape, flip, or rotate it with the **Transform** tool.

To reshape a selected area:

1. After selecting an area with the **Selection** tool, click the **Transform** task. Control points appear on a rectangle surrounding the selection.
2. To quickly flip or rotate the selection, click one of the **Flip** or **Rotate-by-Degree** options at the bottom of the screen.

Help me with...
Help me with...
Help me with...

Vertical flip button

This button flips the selected part of a photo from top to bottom.

Horizontal flip button

This button flips the selected part of a photo from left to right.

Angle

Select the degree of rotation by clicking the up or down arrows before clicking the rotate buttons.

Rotate clockwise button

Click this button to rotate the selection clockwise by the specified degree of rotation.

Rotate counter-clockwise button

Click this button to rotate the selection counter-clockwise by the specified degree of rotation.

Help me with...

Transforming selections

3. To change the shape of the selection, first click one of the **Freely Transform** options at the bottom of the screen. You can choose from Rotate Freely, Resize, Slant, Distort, and Perspective.

4. To rotate freely, click a corner control point and drag the selection clockwise or counter-clockwise.

Help me with...
Help me with...
Help me with...

Rotate freely button

This button enables you to rotate the selection freely.

Resize button

This button enables you to change the dimensions of the selection.

Slant button

This button enables you to skew the selection.

Distort button

This button enables you to stretch the selection in any desired manner.

Perspective button

This button enables you to add perspective to a selection by slanting any two sides of the selection by the same amount.

Help me with...

Transforming selections

5. To add perspective, drag one of the control points and its adjacent control point moves as well.
6. For other transform options, drag a control point to reshape the selection.

Note: You can move a selection being reshaped by moving the pointer over the selection and dragging it to the new position.

Help me with...

Help me with...

Help me with... Do another **Enhance** task

Help me with... Go to **Adjust** the photo

Help me with... Go to **Finish** the photo

Help me with...

Adding text

iPhoto Express makes it fast and fun to add fancy text to your photo.

To add text to a photo:

1. Click the **Text** task.
2. Click on the area of the photo where you want the text to appear.
3. The **Text Attribute** window opens allowing you to specify the text font, size, style, color, shape, add a shadow, and type in your own message. Click **Attribute** to modify or change the text settings, and the sample text is displayed in the **Preview** window below.

Help me with...

Help me with...

Help me with...

Help me with...

Adding text

4. Type the message that you want in the **Message box** above the preview window.
5. Right click on the **Fill** square to quickly choose from a cache of colors, fill with a gradient of colors, or fill with a fractal texture.
6. Browse through the **shapes** and choose one that stretches the text the way you want.

Help me with...

Help me with...

Help me with...

Help me with...

Adding text

7. After modifying the text, click **Preview** to see how the new text looks.

Note: You may have to move the **Text Attribute** window to see the preview.

8. When the text looks the way you want it, click **OK**.
9. Move the text to the position you want by clicking the text and dragging it to wherever you want it to be.

Help me with...

Help me with...

Help me with... Do another **Enhance** task

Help me with... Go to **Adjust** the photo

Help me with... Go to **Finish** the photo

Painting tools

To add paint to a photo, click one of the following painting tools:

Cloning - Paint part of a photo onto another part.

Retouching - Do spot improvements to fix small blemishes.

Painting - Paint with a wide variety of brushes.

Filling - Furnish parts of a photo with color blends.

Help me with...

Cloning

It's easy to paint one person's head on another person's body with the **Clone** painting tool.

To clone onto a photo:

1. Click the **Paint** task and choose the **Clone** tool.
2. Specify the paint settings at the bottom of the screen.

Help me with... Select the clone brush shape by clicking the **Shape** button and choosing one of the shape options.

Help me with... Type the clone brush size in the box next to the **Shape** button.

Help me with...

Help me with...

Help me with...

Help me with...

Cloning

Help me with... Set the **Transparency** above zero to blend the clone paint into the photo beneath. Higher transparencies allow more of the underlying photo to show through.

Help me with... Set the **Soft Edge** above zero to blend the edges of the clone paint into the surrounding area. The larger the soft edge, the greater the blending.

3.   Move the pointer over the part of the photo that you want to clone, press the **Shift** key and click to select the clone paint material.

Help me with...

Help me with...

Help me with...

Help me with...

Cloning

4. Move the pointer over the area to paint and click. Drag the pointer to paint a continuous stroke of cloned material. Releasing the mouse button and clicking again resets the clone brush to the originally selected clone material.

Note: You can clone from one photo onto another by selecting a cloning point on one photo, switching to another photo and painting clone material onto it.

Help me with...

Help me with...

Help me with...   Do another **Enhance** task

Help me with...   Go to **Adjust** the photo

Help me with...   Go to **Finish** the photo

Help me with...

Retouching

iPhoto Express' **Retouching** tools can easily fix up small splotches and bring out lost detail in your photos.

To retouch a photo:

1. Click the **Paint** task and choose the **Lighten**, **Darken**, or **Smudge** retouching tool.

2. Specify the paint settings at the bottom of the screen.
    Help me with... Select the brush shape by clicking the **Shape** button and choosing one of the shape options.
    Help me with...
    Help me with...
    Help me with...

Lighten tool

The **Lighten** tool allows you to brighten areas of a photo that appear too dark.

Darken tool

The **Darken** tool allows you to darken areas of a photo that appear too light.

Smudge tool

The **Smudge** tool allows you to smear together parts of a photo that need to be blended.

Help me with...

Retouching

Help me with... Type the brush size in the box next to the **Shape** button.

Help me with... Set the strength of the retouch tool by sliding the **Level** control. Larger numbers create a greater effect.

3. Move the retouch over the photo and drag over the part that you want to alter.

Note: When you are using the **Smudge** tool, color is smeared wherever the tool is dragged.

Help me with...

Help me with...

Help me with... Do another **Enhance** task

Help me with... Go to **Adjust** the photo

Help me with... Go to **Finish** the photo

Help me with...

Painting

iPhoto Express gives you several paint brushes to choose from to add an artistic flair to your photos.

To paint on a photo:

1. Click the **Paint** task and choose the paintbrush you want to use.

2. Specify the paint settings at the bottom of the screen.
Help me with... Select the brush shape by clicking the **Shape** button and choosing one of the shape options.

Help me with...
Help me with...
Help me with...

Paintbrush tool

The **Paintbrush** tool makes a solid stroke of paint on the photo.

Air brush tool

The **Air brush** tool sprays paint evenly on the photo.

Crayon tool

The **Crayon** tool paints an uneven or blotchy stroke of color across the photo.

Marker pen tool

The **Marker** pen tool paints a semi-transparent stroke of ink across the photo.

Eraser tool

The Eraser tool paints over a swath of the photo with the background color.

Help me with...

Painting

Help me with... Type the paintbrush size in the box next to the **Shape** button.

Help me with... Click the color square to choose the color that you want to paint with.

Help me with... Set the **Transparency** above zero to preserve the texture of whatever you paint over. Higher values show more of the underlying texture.

Help me with... Set the **Soft Edge** above zero to blend the edges of each paint stroke into the background. The higher the value, the larger the blending effect.

Help me with...

Help me with...

Help me with...

Help me with...

Painting

3. To paint straight lines or regular shapes, click **Options** and choose **Straight Lines** or **Connected lines**.
4. Drag the **Painting** tool over the photo to paint. For painting lines, click to start a line, move the paintbrush and click at the endpoint to paint the line. For painting shapes, click the paintbrush at each corner and double-click over the first corner.

Help me with...

Help me with...

Help me with...   Do another **Enhance** task

Help me with...   Go to **Adjust** the photo

Help me with...   Go to **Finish** the photo

Help me with...

Filling

iPhoto Express makes it easy for you to fill an area with a color blend.

To fill an area:

1. After selecting the part of a photo with the **Selection** tool, click the **Paint** task and choose from **Bucket fill** or **Gradient fill** tool.

Note: To create a gradient background, you need to create a new photo and fill it with a gradient. Then you can paint on it, add text, or add a photo.

Help me with...

Help me with...

Help me with...

Help me with...

Filling

2. When using the **Bucket fill** tool, click the color square to choose the color for filling.

   When using the **Gradient fill** tool, click the color squares at the bottom left of the screen to choose color to use for the beginning and ending **Fill color**.

Help me with...

Help me with...

Help me with...

Filling

3. When using the **Bucket fill** tool, specify the **Similarity** value for the range of colors to include in when filling a selection. For example, if you set the similarity to 32, and click on a pixel with a value of 128,0,128 (dark magenta), all pixels with values in the range of 96,0,96 to 160,32,160 will be replaced by the resulting fill.

Note: iPhoto Express treats negative values as 0 or and those higher than 255 as 255. (Bucket fills only)

Help me with...

Filling

When using the **Gradient fill** tool, click the **Color Ramp** to select the color model that you want to use for the gradient.

Help me with... Select **RGB** for a simple two-color blend.

Help me with... Select **HSB**

to create a color gradient that cycles through the color spectrum clockwise from one fill color to the other.

Help me with... Select **HSB**

to create a color gradient that cycles through the color spectrum counter-clockwise from one fill color to the other.

Help me with...

Help me with...

Help me with...

Help me with...

Filling

4. Set the **Transparency** above zero to preserve the texture of the selected area. Higher values show the underlying photo more strongly.
5. Move the pointer over the selection area and drag from where you want the blend to start and where you want it to end.

Note: The parts of the selection area before and after the start and end points will be filled with the start and end fill colors.

Help me with...

Help me with...

Help me with...   Do another **Enhance** task

Help me with...   Go to **Adjust** the photo

Help me with...   Go to **Finish** the photo

Gradient fill

The **Gradient fill** tool fills an area with a range of colors.

Bucket fill

The **Bucket fill** tool fills a large area with a solid color.

Help me with...

Special effects

iPhoto Express comes with a wide range of exciting special effects that you can easily apply to an area of a photo or to the entire photo itself.

To apply an effect:

1. After selecting a part of a photo with the **Selection** tool, click the **Effects** task.

Note: You can apply an effect over the entire photo by not making a selection.

2. Click **Try** in the **Effects** panel to see samples of how the selection looks with each effect.

Help me with...

Help me with...

Help me with...

Help me with...

Special effects

3. Double-click the effect that you like best to apply to the selection area.

Note: You can modify the settings of any effect by right clicking over an effect and changing its settings.

4. Click the **Effects** task again to close the Effects panel.

Note: The effect samples that you created with the **Try** button will be reset to their standard examples.

Help me with...

Help me with...

Help me with...   Do another **Enhance** task

Help me with...   Go to **Adjust** the photo

Help me with...   Go to **Finish** the photo

Help me with...

More

Here's **More**:

Fill is best used to tile an image in your background.

Add Shadow adds a shadow to the selection.

Remove Shadow. removes the shadow without affecting the rest of your image.

Add Frame and Shadow allows you to create a frame and shadow around the entire image.

Turnpage allows you to give a corner of your image a curled look, as if it were being peeled off of a flat surface.

Help me with...

Help me with...

This command is only available if the currently selected floating selection has a shadow.

Help me with...

Adding a frame

It's easy to add a frame to any photo with iPhoto Express.

To add a frame:
1. Click the **More** task and select **Add Frame & Shadow**.
2. In the window that appears, click the color square and choose a color for the frame, or right click to choose a texture or color to fill the frame.
3. Set the frame width in the **Width** box.

Note: The frame settings that you choose are reflected immediately in the **Preview** window to the right.

Help me with...
Help me with...
Help me with...

Help me with...

Adding a frame

4. To add a shadow to the frame, check the Shadow option and choose the color, direction and length (x and y offset) of the shadow.
5. Set any **Transparency** and **Edge blending** to make the shadow blend into the background. Higher values for both controls produce more diffuse shadows with softer edges.
6. Click **OK** to add the frame to your photo.

Help me with...

Help me with...

Help me with...   Do another **Enhance** task

Help me with...   Go to **Adjust** the photo

Help me with...   Go to **Finish** the photo

Help me with...

Turnpage

Turnpage curls the corner of a photo, as if it were being peeled off of a flat surface.

To create a turned page effect:

1. Click the **More** task and choose **Turnpage** in the pop-up menu.
2. The **Turnpage** window opens showing before and after shots. Three control points appear on the before shot with a line drawn between them.

Help me with... Drag one of the endpoints to change the slant of the turned page.

Help me with... Drag the midpoint to curl up more of the photo.

Help me with...

Help me with...

Help me with...

Help me with...

Turnpage

3.   Choose the **Type** of turned page you want.

Curls the photo from a corner.

Curls the photo evenly from both sides.

4.   Choose the **Mode** to change the appearance of the curl.

Makes the back of the curl the color of the background.

Shows a reflection of the curled part of the photo on the curl.

Makes the curl transparent showing the area of the photo underneath.
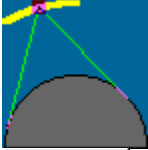
Help me with...

Help me with...

Help me with...

Help me with...

Turnpage

5. Click the **Background color** square to choose the color under the curled photo.
6. Click a **Corner** button to select the corner to curl.
7. Turn the **Angle** wheel to set the tightness of the curl. The larger the angle the tighter the curl.
8. Control the **Light direction** by dragging the pink square across the yellow arc.

Help me with...
Help me with...
Help me with...

Help me with...

Turnpage

9. When the curl looks the way you want it to, click **OK**.

Note: You can apply the **Turnpage** effect to a selected area within a photo by first selecting the area and the applying the effect.

Help me with...

Help me with...

Help me with... Do another **Enhance** task

Help me with... Go to **Adjust** the photo

Help me with... Go to **Finish** the photo

Help me with...

Filling with paint

iPhoto Express makes it easy to fill any selected area with paint, texture, or an image data that you previously placed on the clipboard with the **Fill** option.

To fill a selection area:

1. After selecting part of a photo with the **Selection** tool, click the **More** task and choose **Fill**.
2. Select the **Selected color and texture** option and click the color square to fill the selection with a color or a texture.
   If you choose to fill with a texture, a window of textures appears. Double-click on the desired texture to select it.

Help me with...

Help me with...

Help me with...

Help me with...

Filling with paint

3. Select either the **Background color**, **Black**, or **White** options to specify those colors to fill the selection.
4. Select the **Clipboard data** option to fill the selection with a copy of another photo.

Note: To fill the selection with a photo, you first need to copy the photo onto the clipboard by selecting it and choosing Copy in the Edit menu.

Help me with...
Help me with...
Help me with...

Help me with...

Filling with paint

5. If you want to preserve the texture of the selection, set the **Transparency** above zero. The higher the transparency, the lesser the fill affects the selection.
6. Click **Preview** to see how the fill affects the selection.
7. When the fill looks the way you want it to, click **OK**.

Help me with...

Help me with...

Help me with... Do another **Enhance** task

Help me with... Go to **Adjust** the photo

Help me with... Go to **Finish** the photo

Help me with...

Adding shadows

iPhoto Express can add a shadow to any selected area.

To add a shadow:

1. After selecting a part of a photo that you want with the **Selection** tool, right click to display a pop-up menu and choose **Make Floating**.
2. Click the **More** task and choose the **Add Shadow** option in the pop-up menu.
3. Select the shadow **Direction** in the **Add Shadow** window that appears.

Note: Only available if you have an active floating selection.

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Adding shadows

4. Type in the shadow length in pixels in the **X** and **Y offset** boxes.
5. Set the density of the shadow by changing the **Transparency**. Higher values make the shadow less dense.
6. Set the **Edge blending** to smoothly control the edges of the shadow with the background. Higher values make the shadow blend in more with the background.

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Adding shadows

6. Click the **Color** square to choose the color of the shadow.
7. Click **Preview** to see how the shadow looks and click **OK** when you like the result.

Note: To remove a shadow from a selection, click the object to select it, click the **More** task, and choose **Remove Shadow**.

Help me with...

Help me with...

Help me with...   Do another **Enhance** task

Help me with...   Go to **Adjust** the photo

Help me with...   Go to **Finish** the photo

Help me with...

Finish

Switch to **Finish** and choose how you want to output your finished photo:

To a file

Help me with...
As a calendar

Print …

Help me with...
As screen art

Exporting files

Help me wit
As email

Help me with...

Help me with...

Help me with...

Saving photos

After finishing a photo, or when you want to go off and do something else, it is easy to save your work.

To save a photo:

1. Go to **Finish** and click the **Save** task.
2. In the window that appears, click the **Save in** text box and choose the folder where you want to save the photo.
3. Type the name for the photo in the **File name** text box.
4. Click **OK** and the photo is saved for later use.

Note: You can quickly save a photo by pressing **Ctrl+S**.

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Emailing photos

With iPhoto Express, you can email your photos to friends and family.

To email a photo:

1. With the photo you want to email open in iPhoto Express, go to **Finish** and click the **Send** task.
2. In the window that opens, type a title and simple message in the **Subject** and **Message** boxes.
3. Click **Profile Name** to select your email service and click **OK**.

Note: Unless you have a special email software, you are probably using MS Exchange.

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Help me with...

Emailing photos

4. Your email software appears. Follow the instructions provided in your email user guide or on-line help.
Note: For MS Exchange -

1. Select the person you want to email from the address book, or click the New button to enter their name and email address.
2. Click the **To**: button to add their name to the address list.
3. Then click **OK** to accept the address list and send the email message along with the photo.

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Help me with...

Help me with...

Exporting files

If you have any Adobe Photoshop compatible export modules installed in your system, the **Export** task allows you to save your photos using these modules. Please refer to the instructions that came with these modules for further guidance.

Help me with...

Help me with...