

Digital Photos - Beginning to End – Part 5

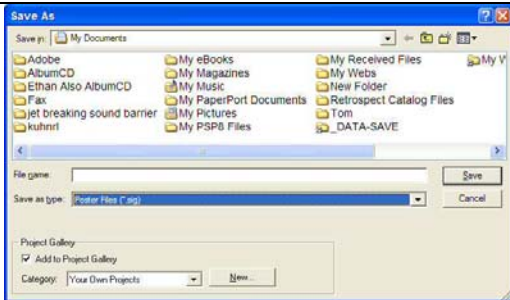
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Part 5

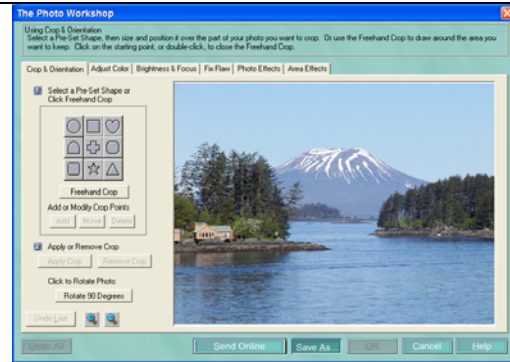
Topics

- Save as,
- Export
- Changing the Resolution of an Image
- Resizing an image
- Sending an Image by E-mail
- Printing a photo

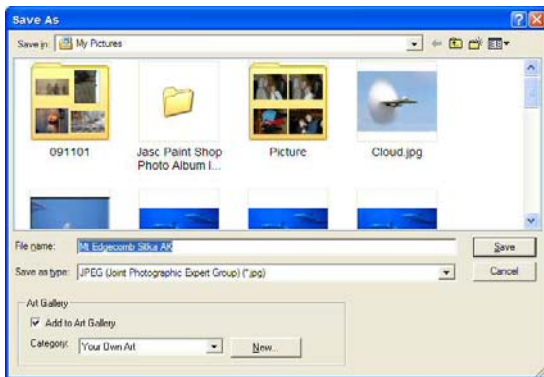
Save as



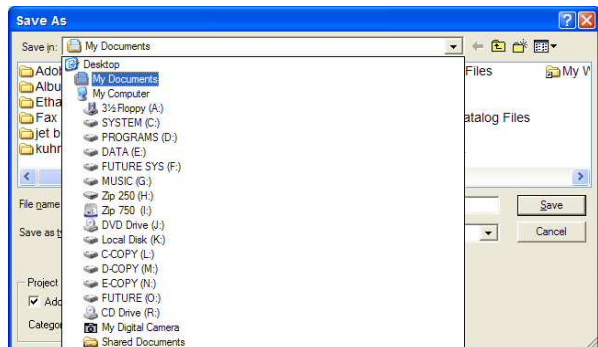
With the project window showing, “Save as” gives you no choices of format other than the PrintMaster format.



With the “Edit Photo” window open, click on “Save as”.



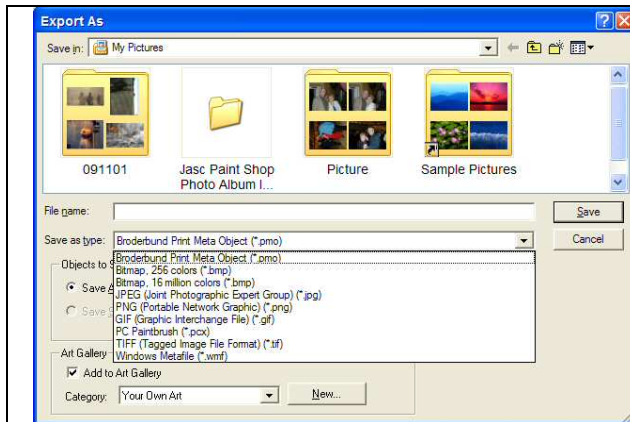
You can select the format (JPEG for email and printing), the file name, and the “Save in” location. Selecting “JPEG” will save a high resolution photo.



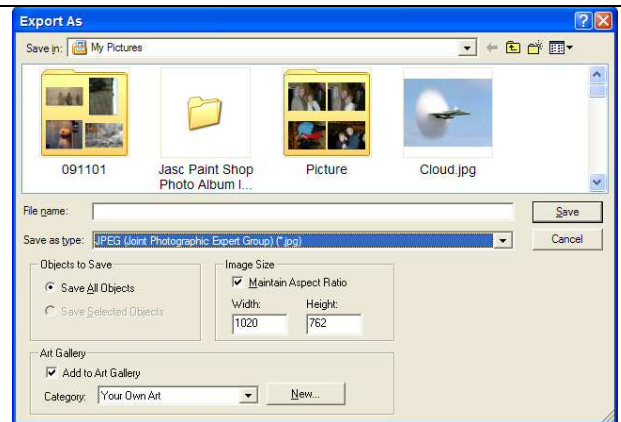
Clicking on the arrow to the right of “My Documents” will show other drives you can save the photo project to. Clicking on a drive will show the folders in that drive. Double-clicking on a folder will show folders and files in that folder.

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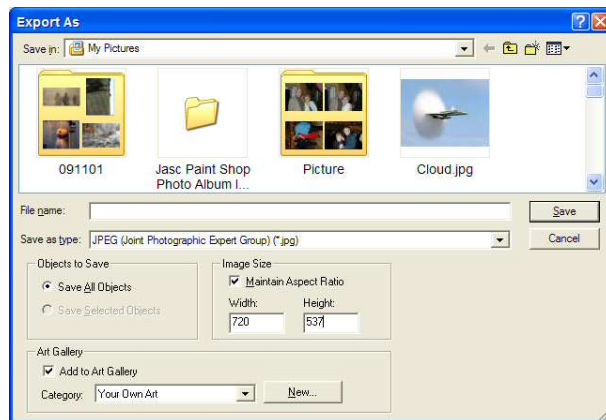
Export and resizing an image



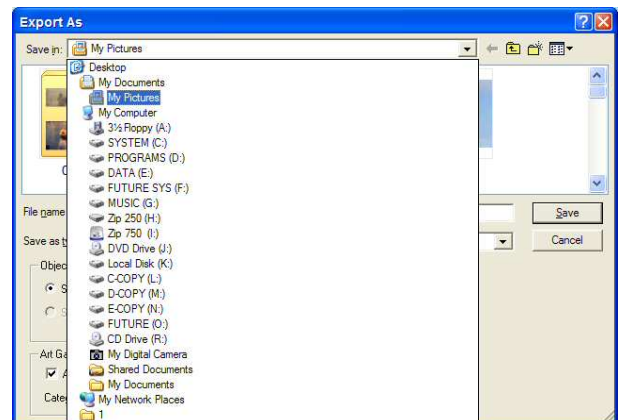
Clicking File > Export shows the formats available.



Selecting “JPEG” shows this window which lets you adjust the image size, in pixels.



Maintain the aspect ratio for keeping the current ratio of the length and width of the photo. For email, set the width to 720 or lower. 720 pixels will create a photo 10 inches wide on most monitors.



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Using Microsoft PhotoEditor to change the resolution of a photo.

Installing the program

The following instructions are for users who have already installed Microsoft Office 97 or Microsoft Office 2000. If you are installing Office from scratch, you will get the same options by selecting "Customize" instead of "Install Now".

1. Insert Microsoft Office 2000 installation CD. If the CD does not start up automatically, you will need to go to [Start]->[Run] and then enter D:\setup.exe (or whatever drive your CD is on).
2. The “Office Maintenance Mode” screen will appear.

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3. Select “Add or Remove Features”.
4. In the “Customize” screen that pops up, click on the plus “+” sign located to the far left of "Office Tools".
5. From the list that appears, select the drop down box to the left of Microsoft Photo Editor.
6. From the drop down list, select "Run from My Computer".
7. Click “Update Now”.

Opening the program

Click on Start, Programs, Microsoft Office Tools, Microsoft Photo Editor.

Configuring

On the View menu, click on “Measurement Units”.

- a. Select “Cm” or “Inches” if you want to size the image by distance.
- b. Select “Pixels” if you want to size the image by pixels.

Changing the Resolution of an Image

1. On the File menu, click "Properties."
2. In the Resolution box, type the value you want. High numbers produce a small size photo that is looks nice. Low numbers produce a larger photo that may have visible pixels. A resolution of 72 is typical for viewing on a monitor. Click "OK."

Sending an Image by E-mail

1. You can send an image as an e-mail attachment, using the following steps:
2. On the File menu, click "Send."
3. Your e-mail program starts, a new message is created, and the image is attached to the message.
4. Send as you normally send e-mail.



Sending the Mt Edgecomb jpg file as-is resulted in a file of 414K. Changing the resolution from 300 to 72, and resizing to 8 x 6 inches, reduced the file size to 39K, which is an excellent file size for email.

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Summary for sending a photo in email:

1. Change the resolution to 72dpi.
2. Change the display size to 720 x 540 pixels for landscape mode and 403 x 538 for portrait mode.
3. Save as a jpg file format with about 70% quality or 30% compression.

Printing a photo

Export the photo as a JPEG file, as described above, then print. Be sure to adjust the printer properties to:

Glossy photo paper

Maximum quality

Color (not black and white)

Printers

Ink jet printers are the most common printers for home use. It is not necessary to buy an expensive “photo” printer. The Epson C-80, at \$125, has special ink that is water resistant and light resistant. Other printers may also have similar ink characteristics. Read the printer information carefully.

Ink

If people will handle your printed photos, you will want to use a printer with water resistant ink, or fingerprints will be etched into the ink. Unless printed photos are kept in a photo album, they will probably fade by either direct or indirect sun light. This is why it is important to use ink that is water resistant and light resistant.

Resolution

Click on the File menu and then Print. Click on the “Properties” button on the printer window. You may be able to select higher quality and slower speed. When my printer is set on glossy photo paper and color printing, the printer defaults to 720dpi. At this print resolution, each dot-to-dot spacing is about ½ the thickness of a human hair. For higher resolution, I can click the “Advanced” button on the Properties window, and set the resolution to as high as 1440dpi, or about ¼ the thickness of a human hair.

Paper

Normal paper is made of fibers. The ink drops from the printer will follow the fibers, creating a blurred, low-resolution photo. Glossy paper is coated so the ink drops stay in their sprayed position, creating a sharp, high-resolution photo. Epson glossy photo paper is available at Costco and www.costco.com at 120 sheets for \$19.99. The item number is 687814. This is the Costco information on this photo paper: Glossy finish; Heavy-weight for cards and photos; 99 bright white; 52 lb; 120 sheets; Epson Model: EPSS041141-100; Dimensions: 8.5" x 11".

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Internet links for buying PrintMaster 15:

http://www.softwareandstuff.com/graph_pnmstsel15.html \$3.99 (NOT the Silver edition)

<http://www.broderbund.com/product.asp?OID=4149521&SC=0120056015&CID=116> (\$9.99)

<http://www.jcssoftware.com/html/software/2540/> \$5.75 (NOT the Silver edition)

<http://www.amazon.com/exec/obidos/tg/detail/-/B00008IAQ2/002-6730737-0092058?v=glance>
\$9.99

http://www.compusa.com/products/product_info.asp?product_code=303545 \$9.99