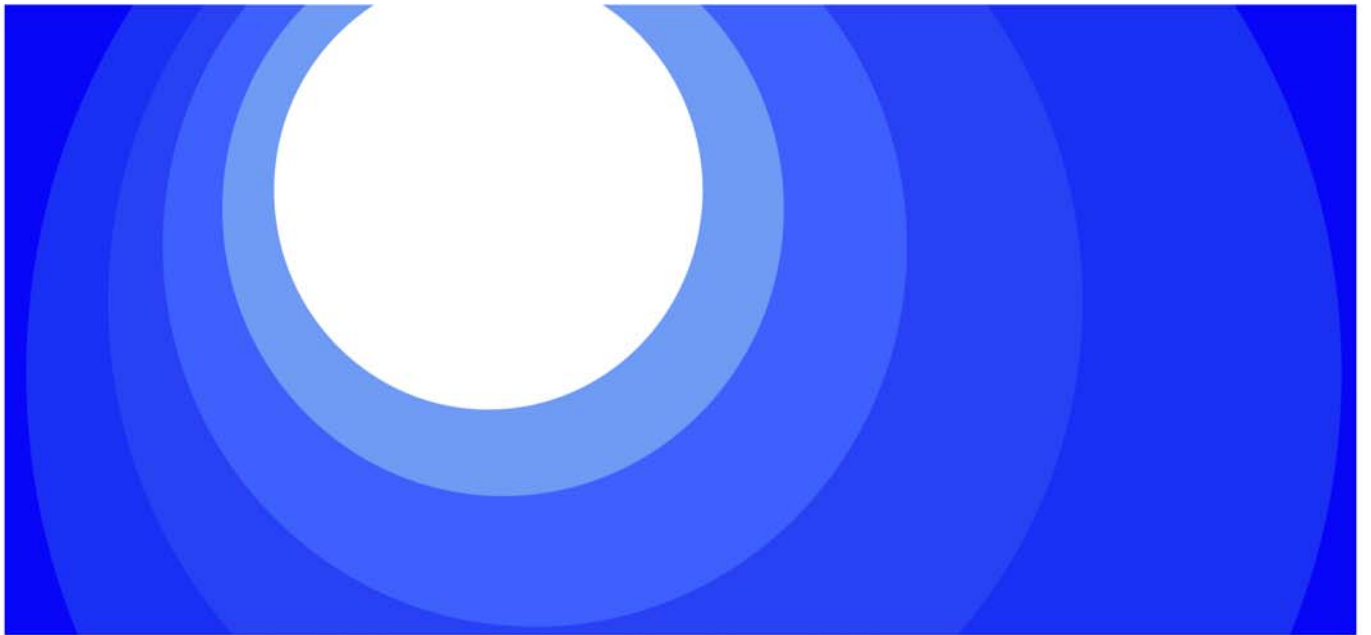


# Paint Shop™ Pro® **Studio**



***Idea Book***

Jasc Software®  
the power to create®

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# Introduction

Jasc® Paint Shop™ Pro® Studio has raised having fun to an art form. From family photo restoration and photo editing to scrapbooking and photo organization, Studio allows you to create the digital images your camera can't. Designed to maximize creative play, Paint Shop Pro Studio includes powerful tools that inspire and delight, and takes care of time-consuming tasks with a single click. Studio's features let you continue to develop your skills and artistry as you become more advanced.

## About this Book

This book provides you with a basic overview of both Paint Shop Pro Studio and Paint Shop Photo Album, and project ideas to jump start your creativity. For detailed instructions about using the program tools, refer to the built-in help file. For more information about using Help, refer to “Using Help” on page 4.

**NOTE:**

We use common terminology related to photos and the Windows® desktop, and assume that you are familiar with Microsoft Windows-based operating systems. To access Windows help, click **Start** and choose **Help and Support**.

# Installing the Programs

Before you install the programs, be sure that your computer meets the following system requirements, close all open applications and uninstall any previous versions of Photo Album.

**NOTE:**

If you currently have Paint Shop Photo Album Deluxe Edition installed on your computer, you do not need to install the version of Paint Shop Photo Album that comes with this product.

## System Requirements

- 300 MHz processor or faster minimum; 1.0 GHz or faster recommended
- Microsoft® Windows® (98SE, 2000 (SP4), ME, XP)
- 256 MB of computer RAM memory minimum; 512 MB recommended
- 500 MB of free hard drive space
- 16-bit color display adapter at 800x600 resolution minimum; 32-bit color display adapter at 1024x768 resolution recommended
- Microsoft® Internet Explorer® 6.0 or later
- Macromedia Flash™ Player 7 or higher (included in installer)

## Additional requirements for selected features:

- 1 GB of free hard drive space for disc burning
- Microsoft® Outlook Express® or other MAPI-compliant e-mail software (to e-mail from the product)
- Sound card (for audio annotations and slide show music)
- Apple® QuickTime® 6 or greater (to handle movie files)
- CD-R, CD-RW, DVD-R, DVD+R drive (to create PhotoSafe Archive discs and QuickCDs)

To install the programs from the CD:

1. Insert the program CD in your CD drive. The installation program starts automatically. If the installation program does not start automatically, double-click the **My Computer** icon, and then double-click the **CD** icon. When the window opens that displays the contents of the CD, double-click **Setup.exe**.

**Note:** If you have had a previous version of Photo Album installed on your computer, a prompt will display indicating that you can import the old database file containing folder and photo information (keywords, title, description, etc.). If you do not import the database file from the previous version, the information that you entered about photos and folders will not be retained in this version of the program.


2. Follow the prompts to install the program.

**NOTE:**

If you have downloaded the programs from our Web site, follow the installation instructions on the Web site.

Starting and Exiting the Program:

To open the program, double-click the program shortcut on the Windows desktop, or click the **Start** button and choose **Programs > Jasc Software > Jasc Paint Shop Pro Studio**, or **Jasc Paint Shop Photo Album 5** to open the program.

To close the program, click the **Close**  button in the upper-right corner of the program window, or choose **File > Exit**.

## Using Help

The built-in help files provide you with detailed information about using these products. You can open the help window to search for help, or use context sensitive help to quickly find help about the active window or dialog. You can even use the Favorites tab to create a list of your commonly used help topics.

To open Help:

- Press **F1** to open the Help window and view information about the active window or dialog.
- Click the **Help button** on a dialog to open the help topic for that dialog in the Help window.
- Choose **Help > Help Topics** to open the Help window.

## Jasc on the Web

In addition to the built-in help file our Web site, Jasc.com, offers you a variety of ways to learn about these programs. The Support section provides access to customer support, software updates, and access to the Learning Center where you can practice using the programs by completing tutorials. You can even sign-up to receive *Zoom In*, our monthly newsletter.

## Contacting Customer Care

When you buy any Jasc product, you have free access to Jasc's staff of technical support and customer service personnel. To find out how to contact a Jasc representative, choose **Help > Online Support and Resources** to view support options. Select your location to find your contact information.

# Paint Shop Pro Studio

Even the best digital cameras and photographers need help enhancing photos after they've been captured. Whether you're preparing photos for family albums, craft projects, or online auctions, Paint Shop Pro Studio has the tools you need to sharpen, brighten, and improve the overall appearance of your photos. And, it's so easy, you'll think it's magic.

**NOTE:**

For detailed information about using the program, refer to the built-in Help press **F1**, or choose **Help > Help Topics** to open the Help window. For more information about using the Help Files, refer to "Using Help" on page 4.

## Workspace Options

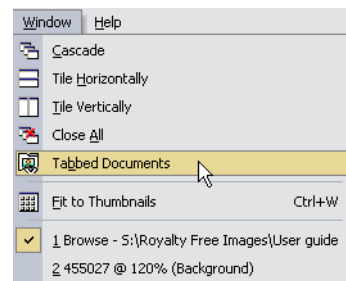
With Paint Shop Pro Studio, you have two workspace options.

The default workspace is great when working with single photos, but is especially useful when working on projects that require you to have multiple photos open.

If you prefer easy access to your photos, then consider using the Tabbed workspace. For each open image, a tab is placed at the top of the workspace. Simply click the tab for the image to view it.

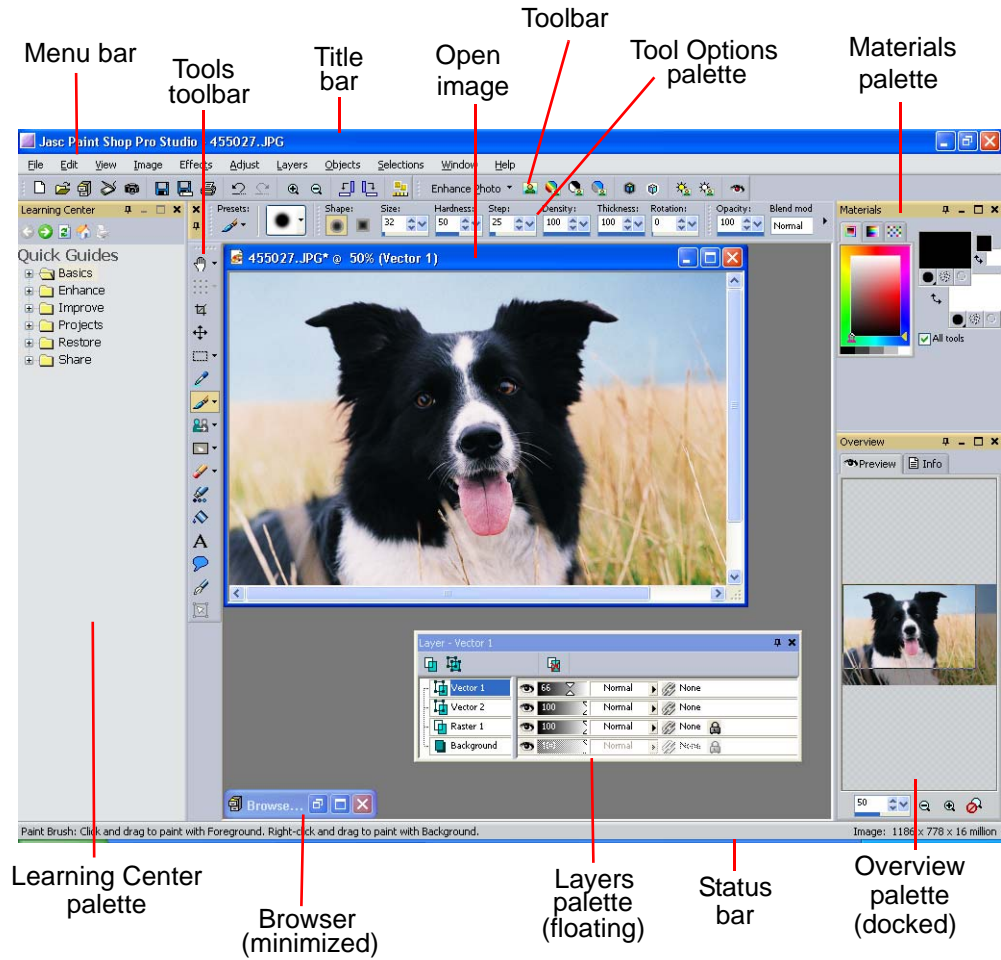
To change workspaces:

Choose **Window > Tabbed Documents** to turn on the tabbed workspace. Choose it again to return to the default workspace.



# Getting to Know the Program

When you open Paint Shop Pro Studio, it displays the main program window. This window is your work area. It contains the commands and tools used to create, edit, print, and export your images.



# About Toolbars

The toolbars display buttons that provide quick access to the program tools. If you're not sure what a button does, you can position the cursor over a button to display a ToolTip. Simply click a toolbar button to activate the tool.

## Browser toolbar



Displays commands for using the Browser. This toolbar only displays when the Browser is open or minimized.

## Standard toolbar



Displays the most common commands, such as saving images, undoing a command, and cutting items. Paint Shop Pro Studio automatically displays this toolbar when you first run the program.

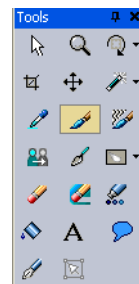
## Status toolbar



Displays commands for applying effects to your images. It also displays image information including the dimensions, color depth, and cursor position.

## Tools toolbar

Displays all the tools you need to crop, paint, draw, type, and perform other image editing tasks. When you select a tool, the Tool Options palette opens.

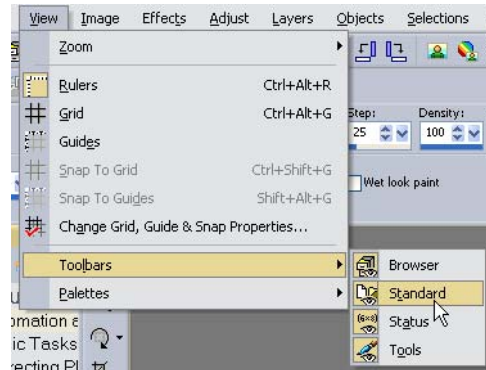


To display or hide a toolbar:

Choose **View > Toolbars** and choose the toolbar from the menu.

**NOTE:**

To hide a specific toolbar or the palette, click the close button on its title bar



## Using the Tools

Use the Paint Shop Pro Studio tools to crop, paint, draw, add text, and perform other image editing tasks.

Select a tool by clicking its button on the Tools toolbar. A tool button containing a small arrow (down-arrow) on the right side includes several additional tools. Click the down-arrow to display a flyout menu, and then choose a tool.

To view information about a tool, pause the cursor over it. A ToolTip displays the tool name and shortcut key, and the Status bar displays hints for using the tool.

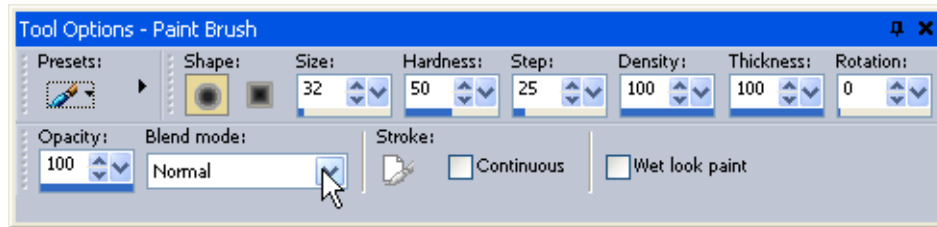
**WHY ARE SOME TOOLS INACTIVE (GREYED OUT)?**

Some tools work only on raster or vector layers. For example, the Paint Brush and Clone Brush work only on raster layers; the Object Selection Tool works only on vector layers.

## Setting Tool Options

After you select a tool from the Tools toolbar, set its options in the Tool Options palette. Options include such settings as brush size and shape for painting tools and line width for drawing tools. By default, the palette is underneath the Standard toolbar. The palette displays options grouped into bands, which you can minimize and drag within the palette. To display a minimized band, click its handle or right-facing arrow.

Here is an example of an un-docked Tool Options palette for the Paint Brush Tool:



Set the options before you use the tool. You cannot edit settings in the Tool Options palette for brush strokes or objects you have already created.

Although the items in the Tool Options palette depend upon the active tool, here are the common features:

**Presets** Specific settings for a tool. For more information, refer to Help.

**Arrow button** Shows or hides additional options for the tool.

#### **ABOUT FLOATING AND DOCKING TOOLBARS AND PALETTES**

For your convenience, you can dock, float, move, and resize both palettes and toolbars:

- To dock a toolbar or palette, drag its title bar to one edge of the workspace.
- To float a toolbar or palette, click its title bar, hold down the mouse and drag it away from the edge of the workspace.
- To move an undocked toolbar or palette, drag its title bar to a new position.
- To resize a toolbar or palette, click and drag the sides or corners of a toolbar or palette.
- To display all toolbars and palettes, press **Ctrl + Shift +T**.
- To hide a specific palette, click the close button on its title bar.

# Using Palettes

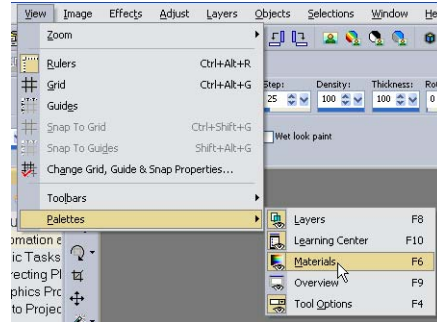
Paint Shop Pro Studio contains palettes to choose tools and tool options, select colors, and manage layers. There is even a palette to help you learn the program! You can dock and float, display or hide palettes, or arrange them on the workspace.

To display or hide a palette:

Choose **View > Palette** and choose the palette name.

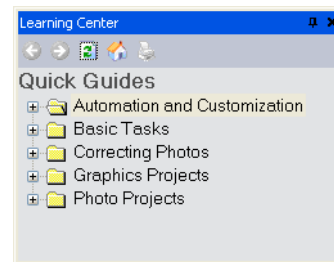
To resize a palette:

Click and drag a corner or an edge, or use the Minimize and Maximize buttons in the upper right corner.



## The Learning Center Palette

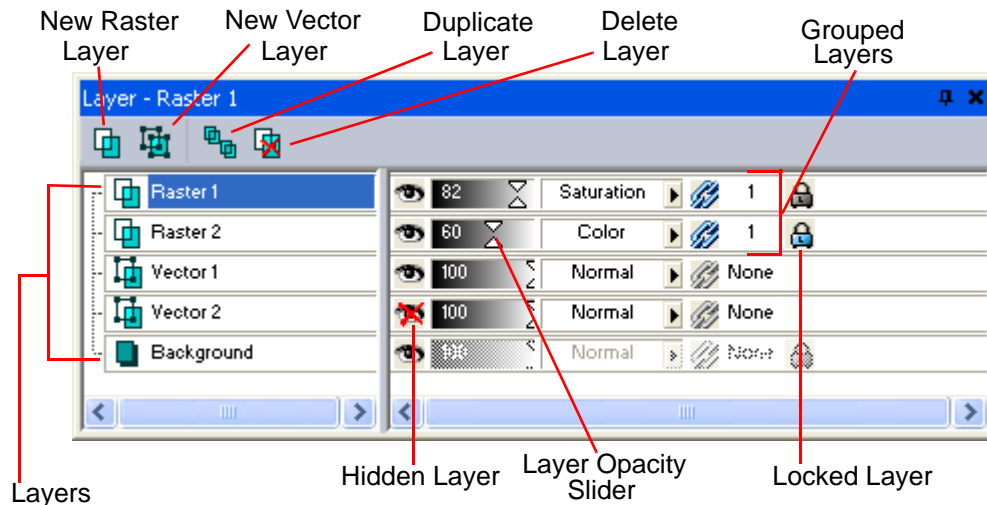
The Learning Center palette contains Quick Guides, short, fast tutorials that guide you through new tasks and projects in just a few minutes using your own image. Perform each step yourself, or have the program show you where to find the tools needed to complete the task.



To use the Learning Center palette:

1. Choose **View > Palettes > Learning Center**.
2. Click the title of a Quick Guide to view the selected topic.

## The Layer Palette



Layers are fundamental to creating and editing images in Paint Shop Pro Studio. Each layer that you add begins as a transparent sheet over the background. As you add brush strokes, objects, or text, you cover up parts of the background. Transparent parts allow you to see through to underlying layers. You can stack up multiple layers to create whatever effect you'd like—such as artistic compositions, photo collages, or complex illustrations.

The Layer palette lists all layers in an image. The order of layers on the palette is the order of layers in the image. The top layer is listed first and the bottom layer is listed last. You can change the stacking order of the layers by dragging a layer to a new position on the Layer palette.

You can even create layer groups to organize the Layer palette, and link layers or groups so they move together when you use the Move Tool in the image.

## Types of Layers

There are three types of layers: Background, Raster, and Vector. The icon before the layer name on the Layer palette shows the type of layer.

### Raster Layers

Raster layers are layers with raster data only. Raster data is composed of individual elements, called pixels, arranged in a grid. Each pixel has a specific location and color. Photographic images are composed of raster data. If you magnify raster data, you can see the individual pixels as squares of colors.

Use raster layers for displaying subtle changes in tones and colors. Or, for objects and raster text on which you want to apply raster-only commands and tools. The effects commands, painting tools, and many other tools apply only to raster layers.

### Vector Layers

Vector layers are layers with only vector objects (lines and shapes), vector text, or vector groups. Vector objects and text are composed of geometric characteristics—lines, curves, and their locations. When you edit vector objects and text, you edit these lines and curves, rather than editing individual pixels. Vector graphics and text maintain their clarity and detail when scaled to any size or printed at any resolution.

Use vector layers to create objects or text that you can easily edit. To display the names of vector objects on a vector layer, click the plus sign in front of the layer name on the Layer palette.

Vector objects must be on vector layers. If you create a vector object while a raster layer is selected, Paint Shop Pro Studio creates a vector layer just above the current layer. In addition, you cannot move a vector layer to a non-vector layer.

### Background Layer

The background layer is the bottom layer of an image. It is named “Background” on the Layer palette and cannot be renamed. When you import file formats such as JPEG, GIF, or PNG into Paint Shop Pro Studio, they are one layer—the Background layer.

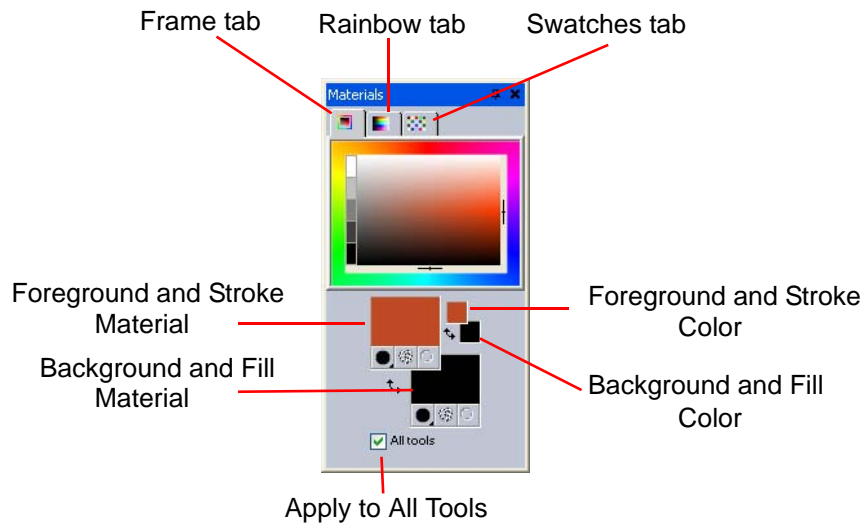
The Background layer contains raster data but cannot display transparency. You cannot change its order in the stack, its blend mode, or its opacity.

To move a background layer higher in the stacking order, promote it to a regular raster layer.

### SAVING MULTI-LAYERED IMAGES

When you create multi-layered images, you must save them in .PspImage format (Paint Shop Pro Studio's native format) to maintain all layer information. When you save to most other formats, all layers are merged into one background layer. When you save to .PSD (PhotoShop) format, the image maintains raster and adjustment layers, but vector layers are converted to raster layers.

## The Materials Palette



With Paint Shop Pro Studio you can paint, draw, and fill with a variety of colors, styles, and materials: solid colors, gradients, patterns, and textures.

When you paint with a brush, right-clicking the brush paints with the background material, and for fill tools, left-clicking fills with the foreground material. For text and preset shapes, the foreground color is the stroke (or outline) of the text or shape and the background color is the fill of the text or shape.

Since you can select colors by clicking the Material boxes, you may wonder why the Materials palette includes Color boxes too. With the Foreground or Background Color box, you can select a new color even when the Material box displays a gradient or a pattern. The Color boxes provide a quick way to change colors without changing the other parts of the material.

In general, its best to select the tool you want to use, select the color/material on the Materials palette, set the other tool options, and then use the tool.

## The Main Components of the Materials Palette

### Frame tab

This is the first tab across the top. It displays an outer Hue rectangle and an inner Saturation rectangle, as well as strip containing white, three shades of grey, and black. You can drag the vertical slider to adjust lightness, and drag the horizontal slider to adjust saturation.



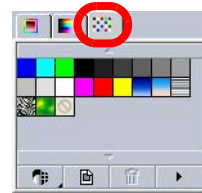
### Rainbow tab

This is the second tab across the top. It displays the Available Colors panel, where you can click to select a color. At the bottom of the tab you can click to select white, black, or three shades of grey.





### Swatches tab

This is the third tab across the top. It displays the Swatches that you have created or saved. Swatches are materials that you can save to use again. For example, if you create a material that is a certain shade of green with a fog texture, you can save it as a swatch.



### Foreground and Background Color boxes





Foreground Color   
Background Color 

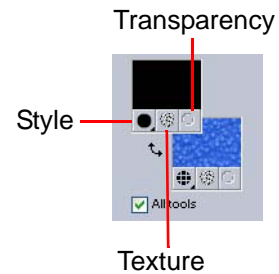
Displays the current foreground or background color. You can click a color box to display the Color dialog, where you can choose another color.

## Foreground and Background Material boxes

Display the current foreground or background material (the style color, gradient, or pattern plus the texture).

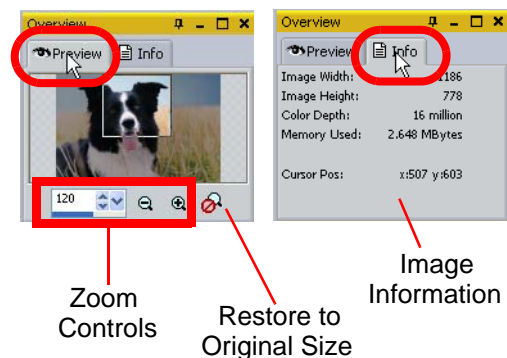
The Material boxes contain the following buttons:

- **Style button** Specifies which style is currently selected, color , gradient , or pattern . To change between the most recently selected color, gradient, or pattern, click the Style button and select a new style. To define a new color, gradient, or pattern, click a Material box to open the Material Properties dialog.
- **Texture button**  Turns the current texture on or off. To choose a new texture, click the Foreground or the Background Material box.
- **Transparency button**  Specifies whether the foreground or background material is transparent (in other words, it has no style or texture). You use a transparent material primarily with vector objects and text. A transparent foreground has no outline (the objects or letters are filled only) and a transparent background has no fill (the objects or letters are outlined only). This button is unavailable for tools that require a foreground or background color.
- **All Tools check box** If the check box is marked, the selected foreground and background materials apply to all tools. If the check box is cleared, the selected materials apply only to the active tool (such as the Paint Brush Tool or the Preset Shapes Tool). **Note:** The All Tools check box does not apply to the Edit Text command.



## The Overview Palette

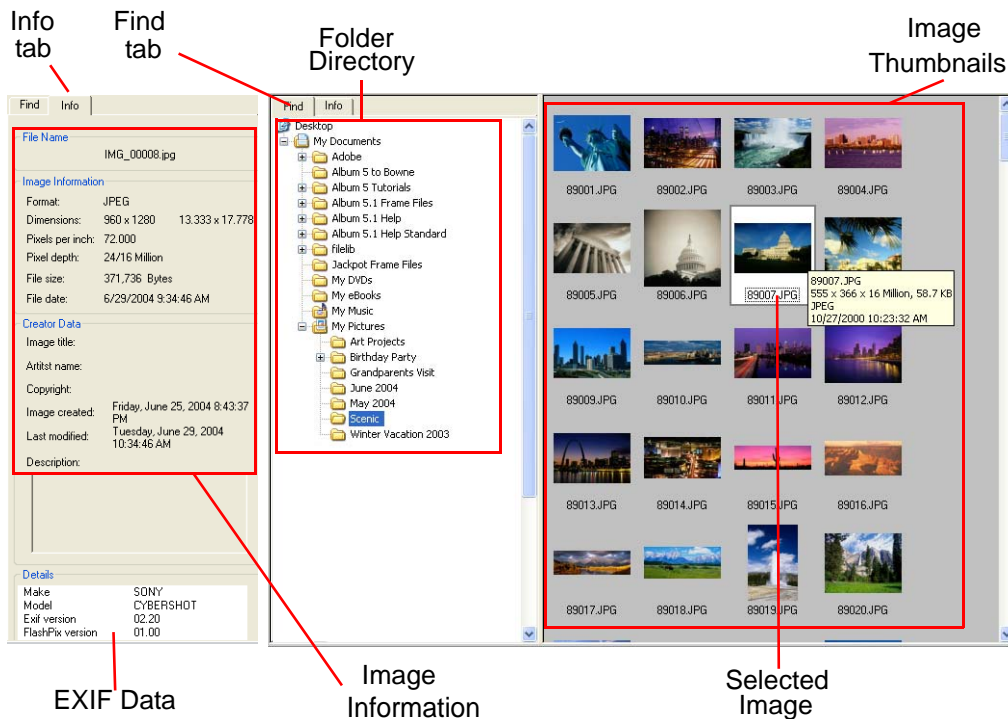
The Overview palette displays a preview of the entire active image and image information. The Overview palette displays a rectangle over the part of the image visible in the image window. To show other areas of the image, click and drag this rectangle.



The Overview palette contains two tabs:

- **Preview** Displays the image preview. The image updates after you complete an action. Transparent areas of the image appear as white. You can zoom in or out on the image, or restore the image to its original size.
- **Info** Displays image status information including height and width, color depth, memory used, cursor position, rotation, and other information.

## The Browser



With the Paint Shop Pro Studio Browser, you can view, open, and manage your files. When you open the Browse window, you have a variety of options for selecting files to open and for renaming, moving, copying, and deleting the image files.

You can use the Find tab just as you would Windows Explorer—with the additional help of being able to see the image files you are managing. To view image information, select the image, and click the Info tab. The image title, size, resolution, and EXIF data displays. To open an image, simply double-click it.

## Selecting Photos

When you select a folder on the Find tab, the Browser displays thumbnails of the photos in that folder. You can work with all of the photos in the folder, just one, or multiple photos:

- To select all of the photos in the folder, be sure no photos are selected, or press **Ctrl + A**.
- To select multiple photos, press and hold **Ctrl** and click the photos.
- To select multiple photos in a sequence, press and hold **Shift**, click the first photo in the sequence, and then click the last photo in the sequence.

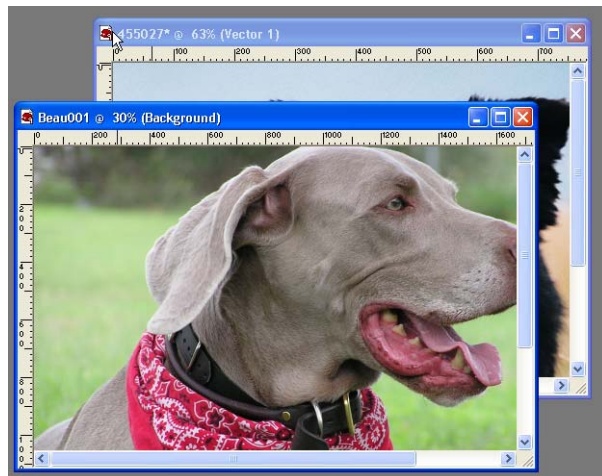
### ABOUT CONTEXT MENUS

Context menus provide quick access to commands specific to the active tool, selection, or palette. To display a context menu, position the cursor over an image, an empty area of a palette, a layer name on the Layer palette, a thumbnail in the Browser, or a toolbar, and right-click to display the context menu. Then, choose a command from the menu.

## Working With Images

The image window displays your image. You can move or size the image window or open the same image in multiple image windows (for example, to see the image at different magnifications).

The title bar at the top of the image window shows the file name and the magnification percentage. An asterisk after the filename indicates the image has been modified since you last saved it.



To move an image window:

Click and drag the title bar to move an image to a new position in the workspace.

To resize an image window:

Click an edge or a corner of the image window and drag it to a new position.

If the image is larger than the window, use the scrollbars to view another area of the image.

**NOTE:**

When you resize an image window, you are changing the window only, not the image itself.

To open multiple views of the same image:

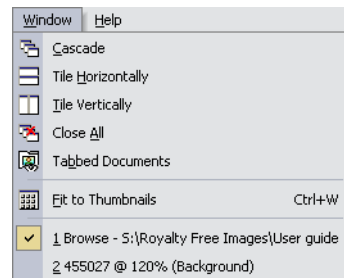
Choose **Window > New Window**.

A new window opens with another view of the active image. When you make changes in one window, the other is updated.

To arrange multiple windows:


Do either of the following:

- Choose **Window > Cascade** to display windows stacked and cascading from the upper left to the lower right of the workspace.
- Choose **Window > Tile Vertically** or **Window > Tile Horizontally** to display windows side by side vertically or horizontally. Windows are resized to fit within the workspace.



To close an image window:

Do either of the following:

- To close an active window, choose **File > Close** or click the **Close**  button on the title bar of the image.
- To close all windows, choose **Window > Close All**. If there are any unsaved changes in the images, you will be prompted to save the files.

To see a list of all open windows:


From the Main menu, choose **Window**. All open windows display at the bottom of the Window menu in the order they were last viewed.

## Navigating the View Area

When an image is too large to fit within its window, scroll bars appear on the bottom and right sides of the image.

To view hidden areas of an image:

Do one of the following:


- On the Tools toolbar, choose the **Pan Tool**  (if necessary, click the down-arrow next to the Pan Tool), and then click and drag in the image.
- Click and drag the horizontal or vertical scroll bar.
- Press the arrow keys to move the image by small increments.
- Display the Overview palette (choose **View > Palettes > Overview**), and then drag the preview rectangle to a new position.

## Magnifying and Reducing the View

Magnify the view of an image (zoom in) to view and edit image details or reduce the view (zoom out) to see the overall image. The title bar of the image window displays the zoom percentage.

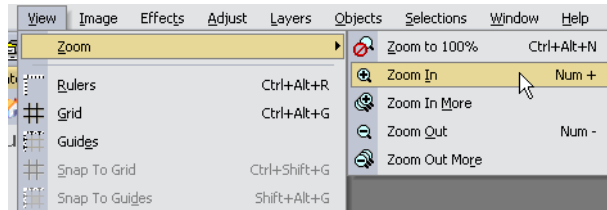
To zoom in:

Do one of the following:

- Zoom with the mouse wheel, roll the optional wheel on your mouse to zoom in or out quickly.
- On the Tools toolbar choose the **Zoom Tool**  (if necessary, click the down-arrow next to the Pan Tool), and then left-click the area you want to magnify. The view magnifies to the next preset percentage with each click, up to the maximum magnification of 5000%.
- On the Toolbar, choose a zoom option.




- Choose **View > Zoom In** to magnify the view, or choose **View > Zoom In More**, or click the **Zoom In More** button to further magnify the view.



To zoom out:

Do one of the following:

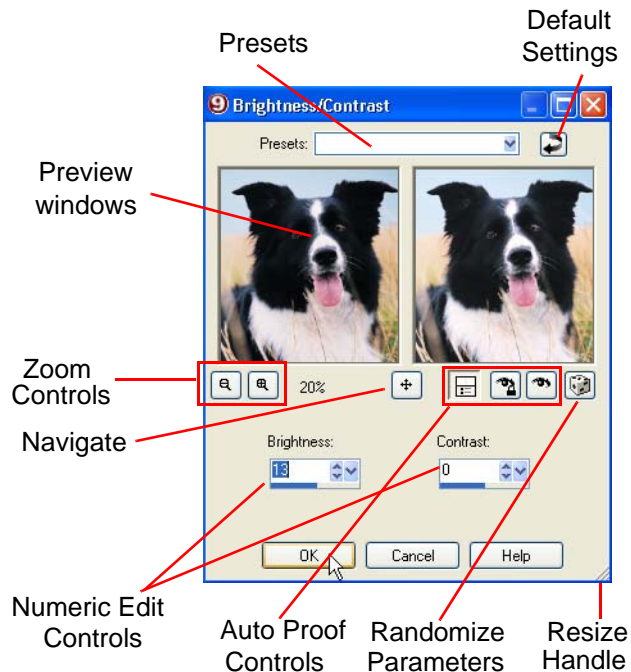
- On the Tools toolbar, select the **Zoom Tool**  (if necessary, click the down-arrow next to the Pan tool) and then right-click the area you want to reduce. The view reduces to the previous preset percentage with each click, down to a minimum magnification of 1%.
- Choose the **Zoom Tool**, and then in the Tool Options palette select a zoom option or click the **Zoom Out**, or **Zoom Out More** buttons.
- Choose **View > Zoom Out** to reduce the view, or choose **View > Zoom Out More** to further reduce the view.

# Working with Dialogs

Dialogs are windows that open when you choose certain Paint Shop Pro Studio commands. Use them to select and preview command options. All dialogs remember where you last positioned them on the screen and re-open in the same location.

Most dialogs have the following features in common:

- **Preview windows** Zoom and navigate to see before and after views of your image.
- **Presets** Default settings and commonly used options that you have saved.
- **Numeric edit controls** The controls that you use to select a value.
- **Color boxes** The box you click to select a color.
- **Randomize parameters button** A button you click to try out random settings in the dialog.
- **Resize Handle** A handle in the lower right corner of the dialog used to change the size of the dialog.



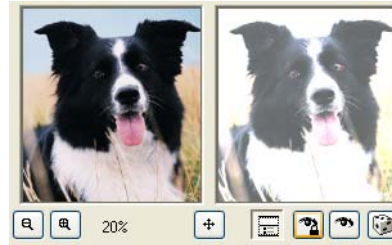
## Resizing a Dialog

- All dialogs contain a **Resize Handle** in the lower right corner of the dialog. Click and drag the handle to resize the dialog.

## Using Preview Windows

Most dialogs that correct images, apply effects, or modify selections have two preview windows that show the image before and after changes are applied. Use the window controls to zoom the preview in or out, pan it, or proof changes on the actual image.

You can show or hide the preview windows. When you hide previews, use the main image window to proof changes.



To display or hide preview windows:

Click the **Show/Hide Previews** button .


To zoom the image preview:

Click the **Zoom In**  or **Zoom Out**  buttons. The zoom percentage displays next to the Zoom buttons.


To pan the image:

Click and hold the **Navigate** button , and then center the selection rectangle over the part of the image you want to display.

To proof changes in the main image window:

Click the **Proof** button . All settings in the dialog are applied to the main image window. Each time you change settings, click the Proof button to view the changes in the main image window.

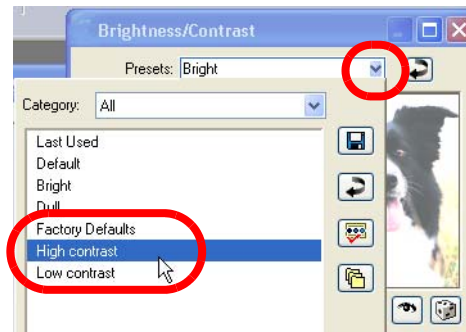
To set automatic proofing:

Click the **Auto proof** button .

Paint Shop Pro Studio automatically applies all dialog settings to the main image window each time you change a setting.

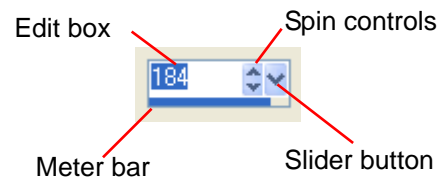
## Using the Presets

Presets are saved settings that you can use to make quick changes to images. Use the presets that come with Paint Shop Pro Studio or create your own. For more information on creating and using presets, please refer to Help.



## Editing Numerical Values

To edit numbers in Paint Shop Pro Studio dialogs, you use the Jasc numeric edit controls, which provide an easy way to edit numbers and change settings.




To edit numbers:

Do one of the following:

- To enter a specific value, click the edit box, use the Delete or Backspace key to delete the number as needed, and then type a new value. You can also double-click the number to highlight it, and then type a new value.  
**Note:** If you type a value in the edit box that is out of range for the control, the box turns red.
- To increase or decrease the number by one, click the up or down arrow of the spin controls.
- To choose an approximate value, click once at a position on the meter bar.
- To choose from the range of possible settings, click and hold the mouse button down on the meter bar or the slider button, drag to select a desired setting, and release the mouse.

## Randomizing Parameters

Many correction and effect dialogs have a Randomize parameters button. Click this button to update all dialog settings with random values. To try out a variety of settings, click the  button multiple times.



# Paint Shop Photo Album

Paint Shop Photo Album is smart and simple digital camera software that makes it easy to download, view, organize, enhance, protect, and share your photos. With Paint Shop Photo Album, you can make the most out of your digital photos!





This chapter provides a basic introduction to the user interface, and information about performing common tasks.



**NOTE:**

For detailed information about using the program, refer to the built-in Help press **F1**, or choose **Help > Help Topics** to open the Help window. For more information about using the Help Files, refer to “Using Help” on page 4.

## Getting to Know the Program

Our interface is easy to use and features tabs that allow you to quickly access all the tools you need when you need them. The four tabs at the top of the window (Organize, Enhance, Create, and Share) provide intuitive access to the tools you use. All four tabs have several features in common:

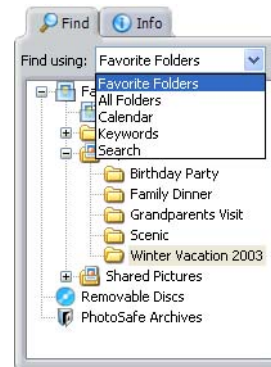
- The **Menu bar**, a structured location for accessing commands not found on the toolbar.
- A **Toolbar**, each tab has a custom toolbar that provides quick access to the tools associated with the tab.
- The **Rotate**   buttons, used to correct orientation.
- The **Delete**  button, for permanently removing photos.
- The **Jump to Paint Shop Pro Studio**  button, used to open photos in Paint Shop Pro Studio for more advanced editing.

- The **Zoom Slider**  , used to change the size of the photo thumbnails.
- The **Archive Reminder**  , lets you know when you need to archive your photos by indicating the file size of un-archived photos, and the number of days since your last archive.
- The **Find panel**, choose **Favorite Folders** to display the My Documents, My Pictures and the folders you assign as your favorite folders—not your whole file tree. Similar to favorites in Internet Explorer, Favorite Folders allows you to view the folders that you use most frequently. This view also allows you to view your archived and catalogued CD's.

Choose **All Folders** to display your whole file tree—just like Internet Explorer.

Choose **Calendar** to view your entire photo collection by the date they were taken.

Choose **Keywords** when you want to find photos with assigned keywords. Choose **Search** to find photos with keywords, by title, file name, date taken, and other criteria.



- The **Info panel** (Organize, Enhance, and Share tabs), this is where you can add titles and descriptions to folders and photos. This information will help you to organize, locate, and label photos when using the other program features. You can add or change:

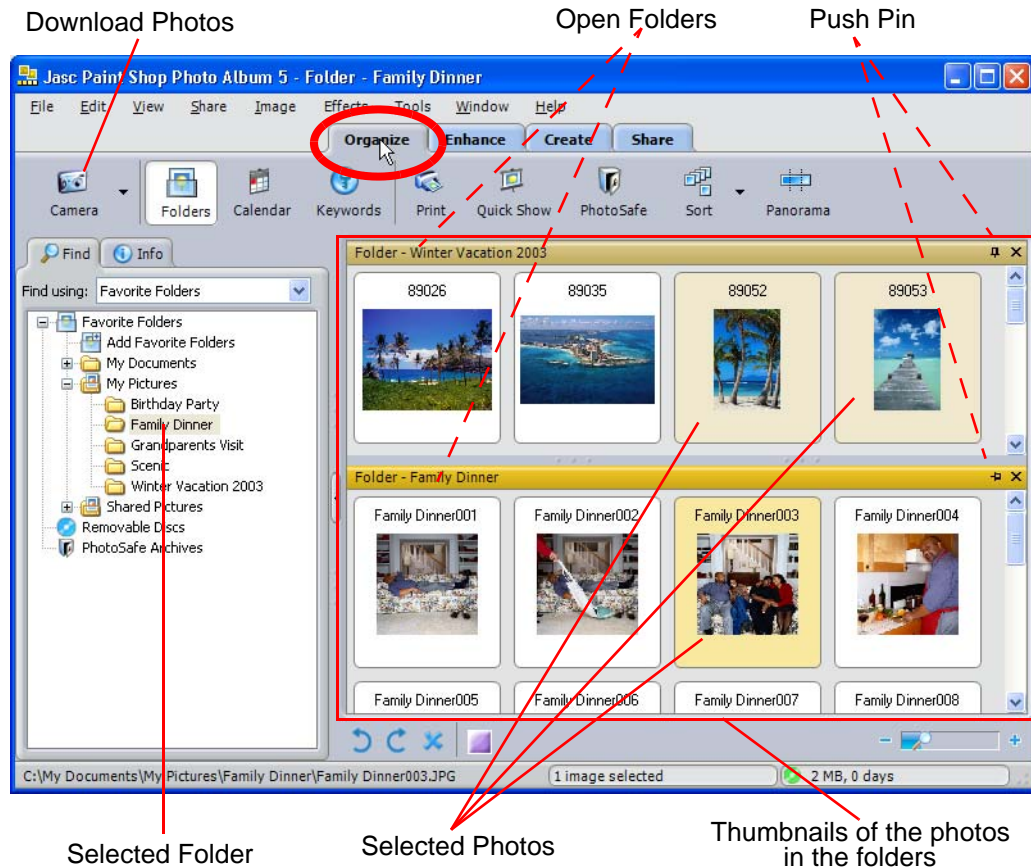
**Names** All folders and photos have a name. For folders, the name is the name of the folder that displays in the Find panel. For photos, the name is the actual file name.



**Titles** Add descriptive titles to photos and folders. You can choose to display these titles when you create slide shows, photo galleries for the Web, or when you upload photos to a photo sharing service.



**Descriptions** Add longer descriptions, such as the subject of the photo or the place where it was taken. You can choose to display this information when you create slide shows, and use this information when searching for photos.

## The Organize Tab



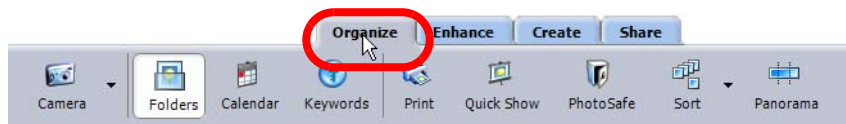
The Organize tab is the default tab, and contains the features you need to download, archive, and organize your photos. If you want to work on multiple photos in different folders you can use the **Push Pin**  to keep the folder open until you are ready to close it. To close a folder, click the **Close**  button.

## Selecting Photos

When you select a folder on the Find tab, Paint Shop Photo Album displays the thumbnails of the photos in that folder. You can work with all of the photos in the folder, just one, or multiple photos:

- To select all of the photos in the folder, be sure no photos are selected, or press **Ctrl + A**.
- To select multiple photos, press and hold **Ctrl** and click the photos.
- To select multiple photos in a sequence, press and hold **Shift**, click the first photo in the sequence, and then click the last photo in the sequence.

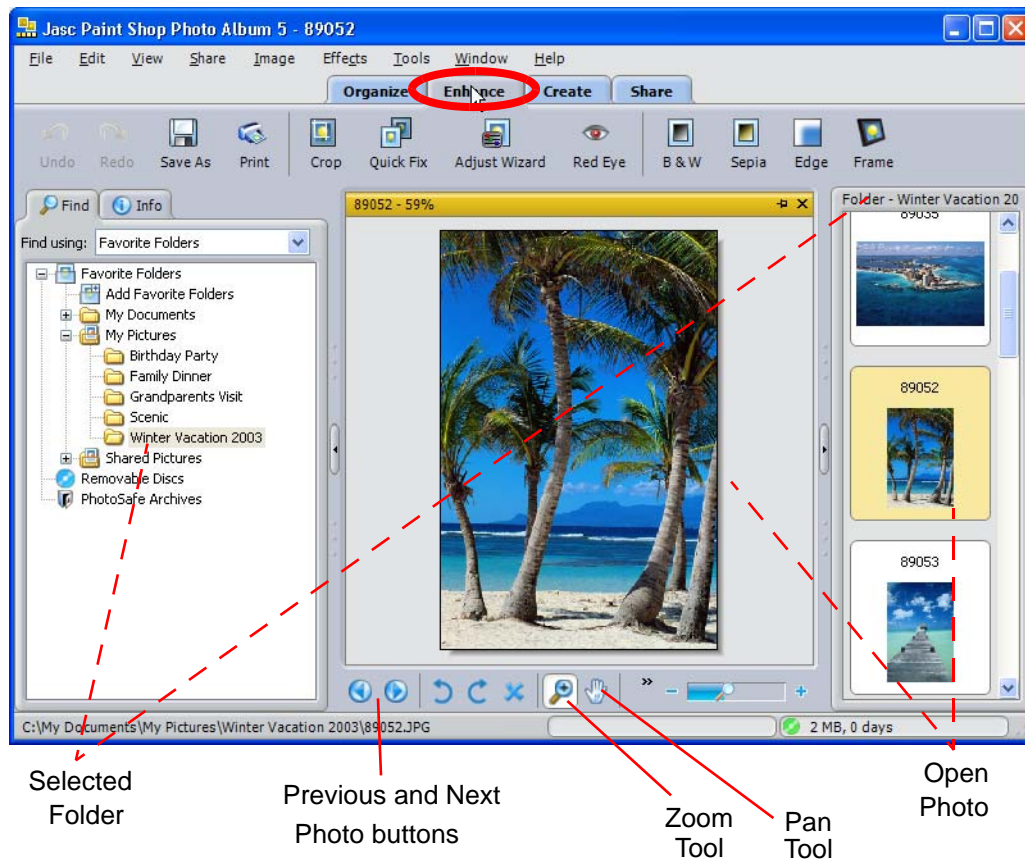
## About the Organize Tab Toolbar



The buttons on the toolbar provide quick access to all the tools you'll use on the Organize tab:

- Click the **Camera** button, to configure Paint Shop Photo Album to access your camera or card reader and to download photos.
- Click the **Folders**, **Calendar**, or **Keywords** buttons to change the view in the Find panel.
- Click the **Print** button to access the Print Layout window.
- Click the **Quick Show** button to view the photos in the selected folder as a slide show.
- Click the **PhotoSafe** button to back-up and protect your photos.
- Click the **Sort** button to change the sort order of the thumbnails.

# The Enhance Tab

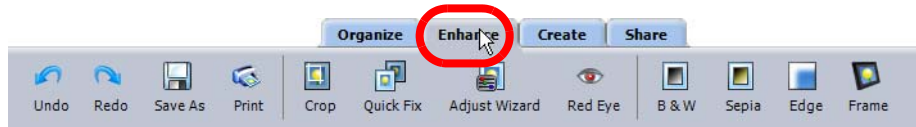


The Enhance tab contains all the tools you need to make photo corrections, apply effects, add borders and frames, and to add pen and audio annotations (using the menu options).

Just select a folder from the Find panel to view thumbnails of the photos in the Image Strip. To work on a photo, simply click a photo to open it.

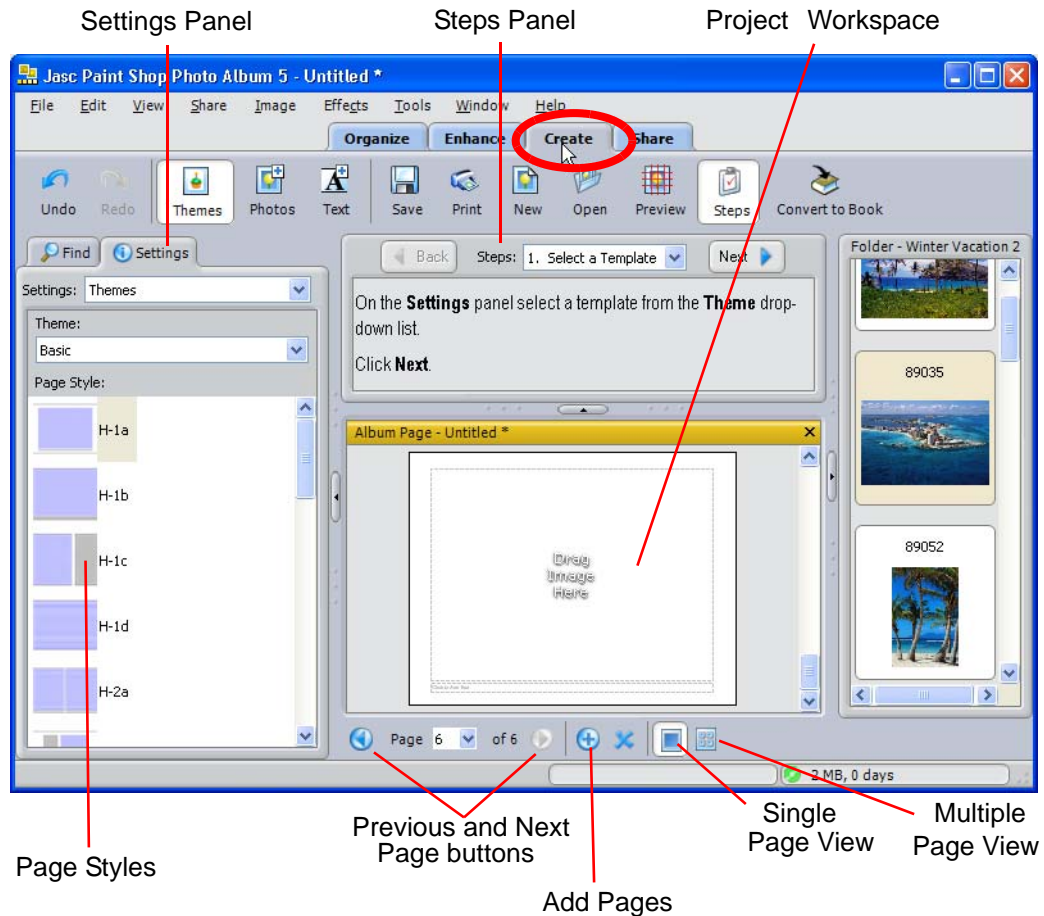
You can use the Previous and Next buttons to open other photos in the folder. To get a better look at a photo use the Pan and Zoom Tools to adjust the image view and focus.

## About the Enhance Tab Toolbar



- Use the **Undo** and **Redo** buttons to reverse and repeat commands.
- Click the **Save As** button to save your photo with a new file name or as a different file type.
- Click the **Print** button to open the Print Layout button.
- Click the **Crop** button to open the Crop window and improve the composition of the photo.
- Click the **Quick Fix** button to automatically adjust the color balance, brightness, and contrast of a photo
- Click the **Adjust Wizard** button to correct the color balance, exposure, vividness, and sharpness of a photo by choosing the best correction.
- Click the **Red Eye** button to correct the red eye effect that frequently occurs in flash photography of humans and animals.
- Click the **B & W** button to convert a photo to black and white.
- Click the **Sepia** button to make a photo appear as if it were taken many years ago.
- Click the **Edges** button to add a unique edge around a photo.
- Click the **Frame** button to add a picture frame around or on top of a photo.

# The Create Tab

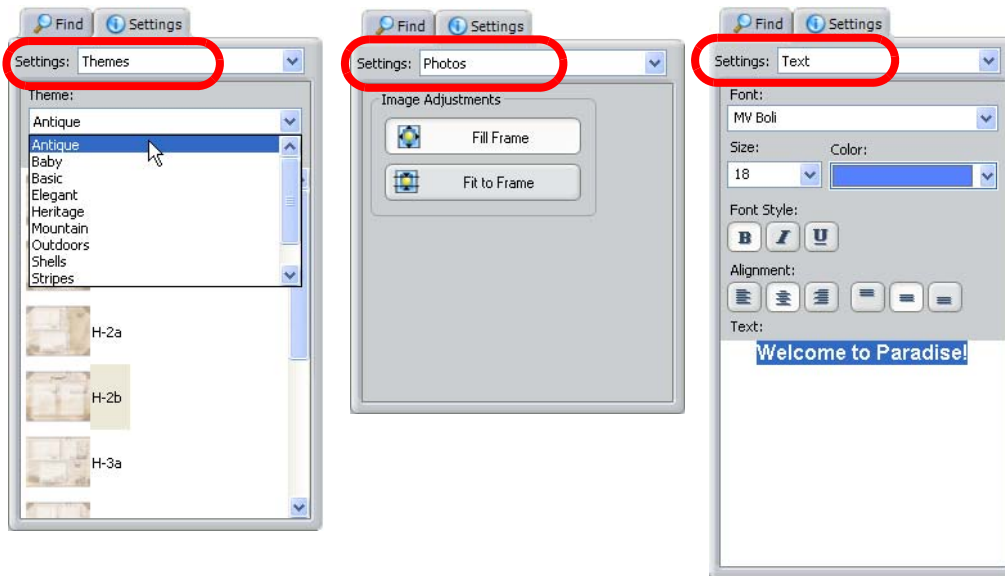


The projects available on the Create tab, allow you to use your photos to make unique calendars, e-cards, coffee table books, album pages, greeting cards, and CD labels. Once you have selected a project, and if necessary, a page size or orientation, you can begin your creation.

**NOTE:**

The Steps panel shows you the steps you need to follow to complete your project. Once you are familiar with the steps, you can close the Steps panel by clicking the **Steps** button on the toolbar.

## About the Settings Panel



On the Create tab, there are three views for the Settings panel.

- **Themes**, select a Theme (template) and Page Style for your project.
- **Photos**, once you drag a photo into a cell the Settings panel changes to allow you to adjust how photos are placed in the cell.
- **Text**, when you click a text cell, the Settings panel displays options for text formatting.

## The Create Tab Toolbars



The projects available on the Create tab feature several common Tools for editing text, adding and deleting pages, and changing the image view.







- Use the **Undo** and **Redo** buttons to reverse and repeat commands.
- Click the **Themes** button to select another Theme or Page Style in the Settings panel.
- Click the **Photos** button to view photo options in the Settings panel.

- Click the **Text** button to view and edit text options in the Settings panel.
- Click the **Save** button to save your project.
- Click the **Print** button to print your project.
- Click the **New** button to create another project.
- Click the **Open** button to open an existing project.
- Click the **Preview** button to turn off or view the cell boundaries.
- Click the **Steps** button to turn the Steps panel on or off.
- Click the **Convert to Book** button (MyPublisher Book project only) to convert your project into a MyPublisher book that you can upload and have professionally bound and printed.
- Click the **Upload Book** button (Book project only) to upload your book project to MyPublisher to be bound and printed.

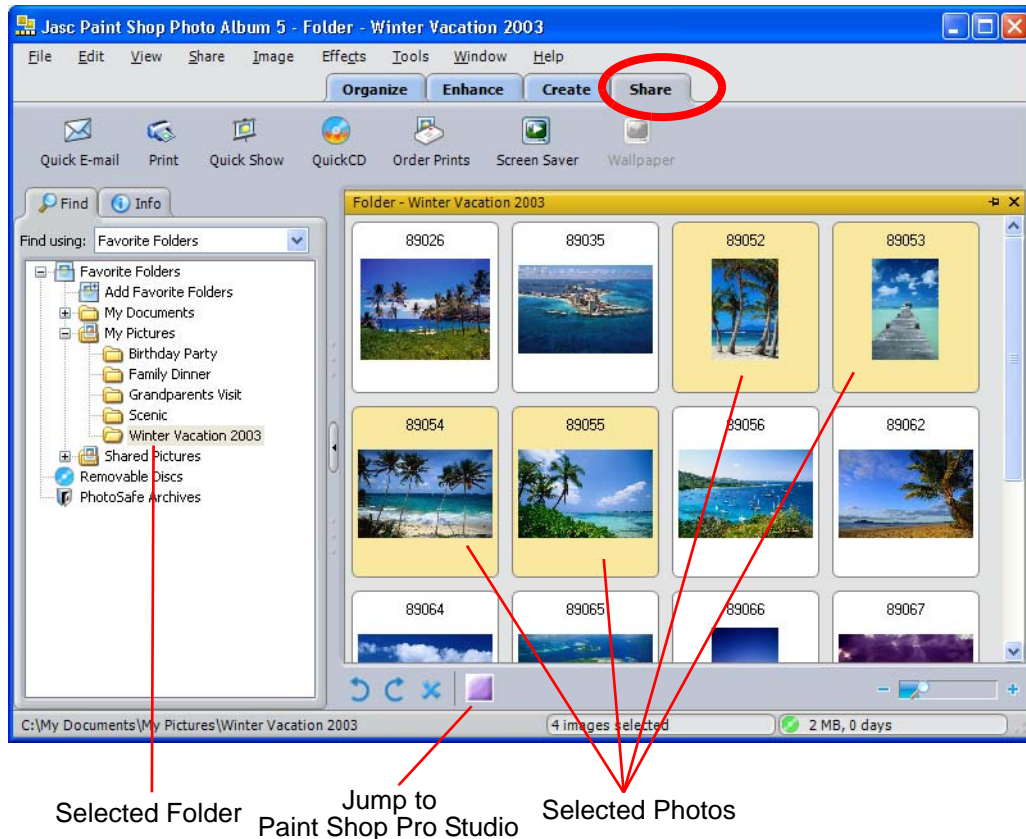
## Using the Bottom Toolbar



The buttons on the bottom toolbar allow you to quickly edit your project or change the Page view.

- Click the **Add Page**  button to add pages.
- Use the **Previous**  and **Next**  buttons to view each page.
- Select a specific page using the Page drop-down list.
- Click the **Delete**  button to delete the selected or displayed page.
- Click the **Multi-page view**  button to see thumbnail views of all Album Pages. Click the **Single-page view**  button to view the selected page.
- To reorder pages, in the Multi-page view, click and drag a page thumbnail to a new position.

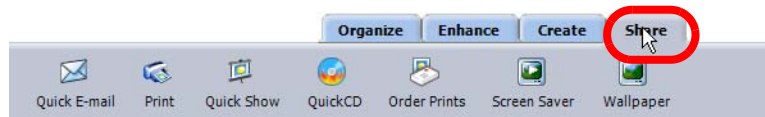
# The Share Tab



Use the Share tab to quickly send your photos to family and friends. You can share all of the photos in the folder, just one, or multiple photos.

- To select all of the photos in the folder, be sure no photos are selected, or press **Ctrl + A**.
- To select multiple photos, press and hold **Ctrl** and click the photos.
- To select multiple photos in a sequence, press and hold **Shift**, click the first photo in the sequence, and then click the last photo in the sequence.

## About the Share Tab Toolbar



The buttons on the Share tab toolbar allow you to quickly send your photos via E-mail, print them, view them as a slide show, make a QuickCD, order prints from a photo sharing service, make a screen saver, or desktop wallpaper.

- Click the **Quick E-mail** button to automatically optimize the file size for quick download and attach the selected photos to a new e-mail message.
- Click the **Print** button to open the Print Layout window.
- Click the **Quick Show** button to display the photos in the folder as a slide show on your computer.
- Click the **QuickCD** button to burn the photos in the folder or only the selected photos to a CD.
- Click the **Order Prints** button to upload your photos to a photo sharing site where you can order prints of your photos.
- Click the **Screen Saver** button to use the photos in the folder as a screen saver on your computer.
- Click the **Wallpaper** button to set a photo as the desktop wallpaper on your computer.



# Getting Organized

With Paint Shop Photo Album you can create your own organizational system! With just a few clicks you can create a custom folder naming convention and download location. Now, each time you download photos from your camera, the photos are placed in a new folder according to your specifications so that you can quickly locate them. Then, assign keywords to your photos to make them even easier to find later on.

**NOTE:**

For detailed information about using the program, refer to the built-in Help press **F1**, or choose **Help > Help Topics** to open the Help window. For more information about using the Help Files, refer to “Using Help” on page 4

## What you'll need:

- A digital camera containing photos
- Jasc Paint Shop Photo Album

## We'll provide you with ideas on how to:

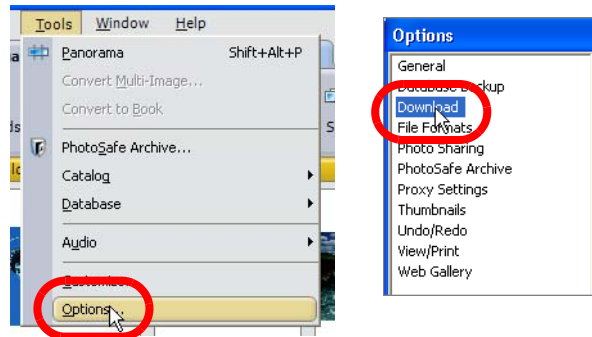
- Create a custom folder structure for your downloaded photos
- Download Your Photos
- Assign Keywords

# Setting Up Your System

If you find it difficult to locate photos you've just downloaded from your camera, you can use Paint Shop Photo Album to create a consistent folder structure that makes it easy to find your downloaded photos.

To create your custom folder structure:

1. Open Paint Shop Photo Album.
2. Use the Options dialog to configure your folder structure. Choose **Tools > Options**, and then click **Download** on the left to view the download settings.



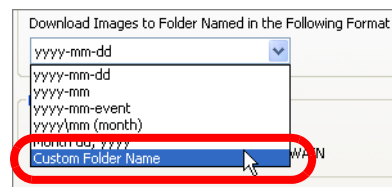
3. By default, photos are downloaded to the My Pictures folder, and is automatically added to the Favorite Folders list when you install the program.



## NOTE

The default download folder is the My Pictures folder, but you can change the location if you choose. Click the **Browse** button to open the Select Folder dialog and select another folder.

4. You can either select one of the folder structures, or you can select Custom Folder Name, and enter a folder name at the time of download.
5. Click **OK** when you are done. The next time you connect your camera, the selected photo structure displays in the Get Images window.



# Getting Your Photos

Before you download photos to your computer, you should make sure that you have installed the drivers for your camera or card reader and configured Paint Shop Photo Album to access that device.

## VIEWING YOUR PHOTOS BEFORE YOU DOWNLOAD THEM

On the Organize tab, choose **File > Get Photos > View images on camera**, or click the **Camera** button and choose **View Images**.

To download photos from a camera or card reader:

1. Click the Organize tab (if you're not already on that tab) and connect your camera or card reader to your computer.

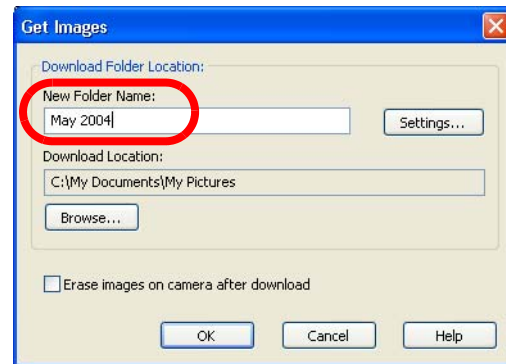
2. If you use Windows XP a camera dialog opens. To set Paint Shop Photo Album as your default application for downloading photos, select Photo Album, mark the **Always use this program for this action** box, and click **OK**.

The next time you connect your camera, Photo Album will automatically open and display thumbnails of the photos in the camera.



3. To download your photos, on the Organize tab, click the **Camera** button, and choose **Get All Images**. The Get Images dialog opens.

4. If you chose Custom Folder Name in the previous section, then in the New Folder Name field, enter a folder name, and then click **OK** to download your photos.



5. Thumbnails of the photos display in a scrollable window. Thumbnails are special miniature photos that represent the actual contents of the photo in your camera.

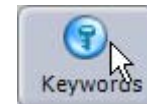


## Making Photos Easy to Find

The final step in organizing your photos is to assign keywords, and the best time to do it is right after you've downloaded the photos. In a few months, when you're trying to find a specific photo, you'll be glad you did it!

To assign keywords:

1. Select the photos for which you want to assign keywords:
  - To select all of the photos in the folder press **Ctrl + A**.
  - To select multiple photos, press and hold **Ctrl** and click the photos.
  - To select multiple photos in a sequence, press and hold **Shift**, click the first photo in the sequence, and then click the last photo in the sequence.
2. Click the **Keywords** button on the toolbar. The Find panel displays the Keyword structure.



3. On the Find Panel, select the **Assign keywords to images** option.



4. Click a main keyword to display the sub-keywords. Select a keyword to assign it to the selected photos.

You have just learned how easy it is to create your own custom folder system, how to download photos, and assign keyword using Paint Shop Photo Album!



# Protecting Your Memories

If you own a digital camera, you likely find yourself taking a lot of photos. To protect your photos from computer mishaps (such as a hard drive failure or virus), use the PhotoSafe™ Archiving System to back up your photos on a CD or DVD.

**NOTE:**

For detailed information about using the program, refer to the built-in Help press **F1**, or choose **Help > Help Topics** to open the Help window. For more information about using the Help Files, refer to “Using Help” on page 4

What you'll need:

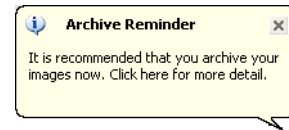
- A collection of digital photos
- Jasc Paint Shop Photo Album
- A blank CD or DVD
- A CD or DVD burner

We'll provide you with ideas on how to:

- Configure the PhotoSafe Archive Reminder
- Archive your photos onto CD or DVD
- View thumbnails of the archived photos

# Setting Your Archive Reminder Options

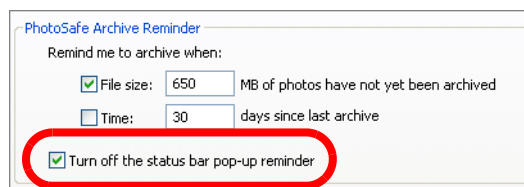
PhotoSafe will remind you when it is time to archive new photos, if this message becomes annoying, you can always turn it off.



To set reminder options, or to turn off the reminder:

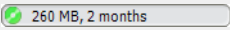
1. Choose **Tools > Options**, and select **PhotoSafe Archive**.

2. To set archive reminder options:



- Mark the **File Size** box, and enter the cumulative file size (in megabytes) of all un-archived photos that must be reached before the program prompts you to archive. Set this to 80-90% of the size of your archive media. For example, 600 MB if you will use a 700 MB CD.
- Mark the **Time** box and enter the number of days to wait between archives before the program prompts you to archive.
- To turn off the archive reminder, mark the **Turn off the status bar pop-up reminder** box.

## NOTE:

The Archive Reminder  (located in the lower right corner of your screen) displays the total file size of all photos that have not been archived, and the number of days since the last archive. The color of the CD icon changes to yellow when 70% of cataloged photos that have been archived. It turns red when 90% of cataloged photos haven't been archived.

For information about cataloging your photos, refer to Help.

# Creating an Archive CD

Now that you have gone digital, you probably have a hard drive full of priceless memories. To ensure their safety, use the PhotoSafe Archiving system to back them up to CD or DVD. Be sure to make more than one copy and store it in a water and fire proof safe or safety deposit box, that way you'll never lose your photos due to a fire or other natural disaster.

To create a PhotoSafe Archive:

1. Open Paint Shop Photo Album.
2. Insert a blank CD or DVD into your burner.
3. On the Organize tab, click the **PhotoSafe** button on the toolbar to open the PhotoSafe Archive dialog.
4. Select one of the following options:



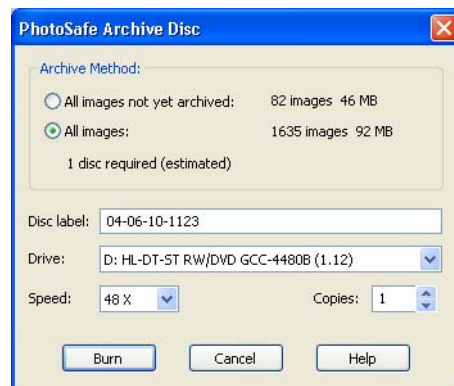
- **All images not yet archived** archives just the cataloged photos that haven't previously been archived. This option is recommended when you have previously archived photos.
- **All images** archives all cataloged photos, including photos that have already been archived.

**Note:** The number of photos that will be archived and the file size in megabytes is listed next to each option.

5. By default the current date is listed in the Disc label field. You can enter a custom label (such as My Archive 1) by typing it in this field. Disk Labels are limited to 14 characters.

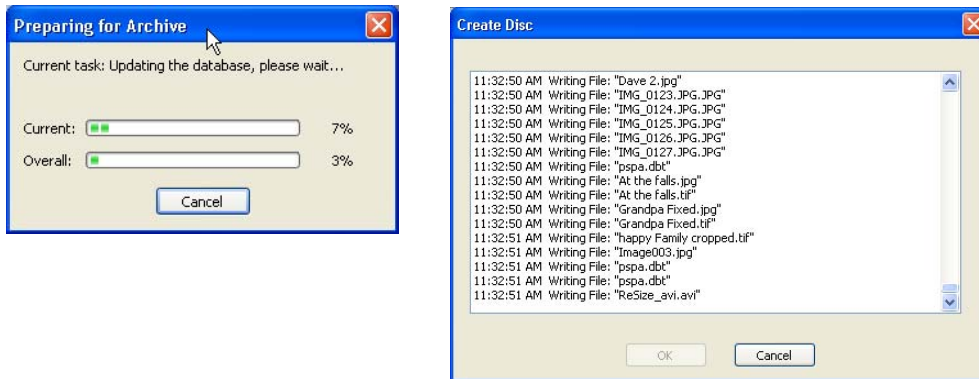
**Note:** When you try to open a photo stored on removable media, Paint Shop Photo Album will prompt you to insert the disc named with the label you enter in the Disc Label field.

6. In the Speed field, select the appropriate write speed for the media.



**Note:** If you insert a disc in your burner before starting the archive process, the disc will be analyzed and the recommended speed chosen. You should use this speed, but you can select a slower speed if you find you have problems using the recommended speed.

7. In the Copies field, choose the number of archive CD/DVDs you want to create. Consider making more than one copy, and keep it in a safe place such as a safety deposit box or a fire and water proof safe.
8. Click the **Burn** button to create the Archive CD. The Preparing for Archive and Create Disc dialogs display the burn status.



**Note:** If you cancel the burn process, you will not be able to use the CD again.

9. When the process is complete, you will be asked if you want to create a printed label for the Archive CD. Click **Create Label** if you want to go to the Projects tab and create a CD Label.

If you do not create a printed label, be sure to write the label on the CD, so you can easily locate the CD.

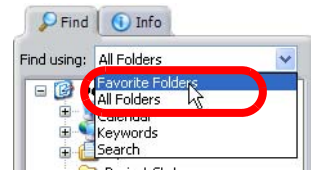


# Viewing Archived Photos

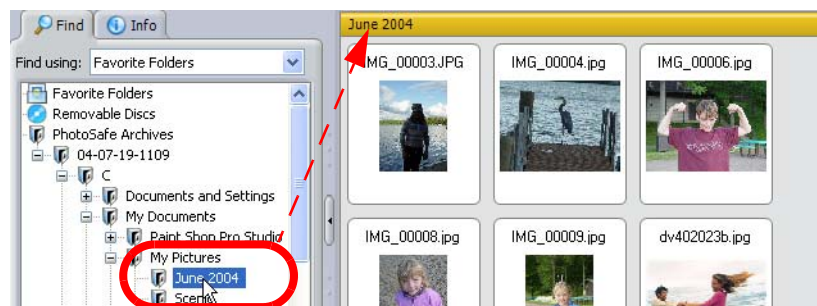
Once you have archived your photos, you can safely delete them from your hard drive to free up disk space. Even though the photos are gone from your hard drive, they are not forgotten by Paint Shop Photo Album! You can still view thumbnails of the archived photos without having to insert the CD into the drive.

To view thumbnails of photos on a PhotoSafe CD:

1. On the Find panel, choose **Favorite Folders** from the Find using drop-down list. The list of Favorite Folders displays.
2. Click the plus sign (+) next to the PhotoSafe Archives folder to display a list of PhotoSafe CDs.
3. Select a folder to view thumbnails of the photos on the PhotoSafe CD.



**Note:** To edit or print a photo, you must insert the PhotoSafe CD into the drive.





# Quick Corrections for Common Problems

With Paint Shop Photo Album you don't need to worry about getting the perfect shot. You have all the tools you need to improve composition problems, color, and remove red eye.

**NOTE:**

For detailed information about using the program, refer to the built-in Help press **F1**, or choose **Help > Help Topics** to open the Help window. For more information about using the Help Files, refer to "Using Help" on page 4

What you'll need:

- A photo with color problems
- A photo containing red eye
- A photo with composition problems
- Jasc Paint Shop Photo Album

We'll provide you with ideas on how to:

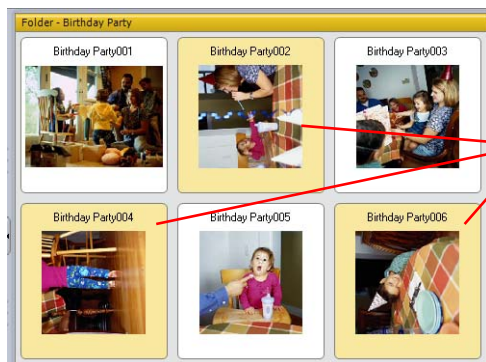
- Rotate photos to the proper orientation
- Improve composition by cropping a photo
- Correct color problems in one click
- Remove red eye

# Rotating Photos



If you forget to change the landscape or portrait settings on your camera and you have a photo or series of photos that need to be rotated, Paint Shop Photo album can do it without degrading the quality of your photo.

To rotate photos:

1. Open Paint Shop Photo Album.
2. Use the Find panel to open the folder containing the photos you want to rotate.
3. On the Organize or Enhance tabs, select the photos that you want to rotate:



Selected Photos

- To select a single photo, click the photo.
  - To select multiple photos, press and hold **Ctrl** and click the photos.
  - To select multiple photos in a sequence, press and hold **Shift**, click the first photo in the sequence, and then click the last photo in the sequence.
4. To rotate the photos to the left or right, click the **Rotate** buttons, in the bottom toolbar:
    - **Rotate Right**  Rotates the photo 90° clockwise.
    - **Rotate Left**  Rotates the photo 90° counter-clockwise.
- Note:** For more advanced rotation options refer to Help.

# Cropping Photos

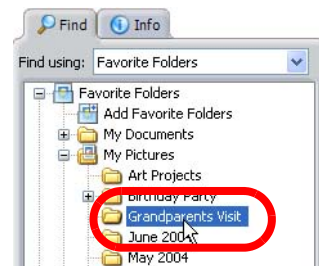
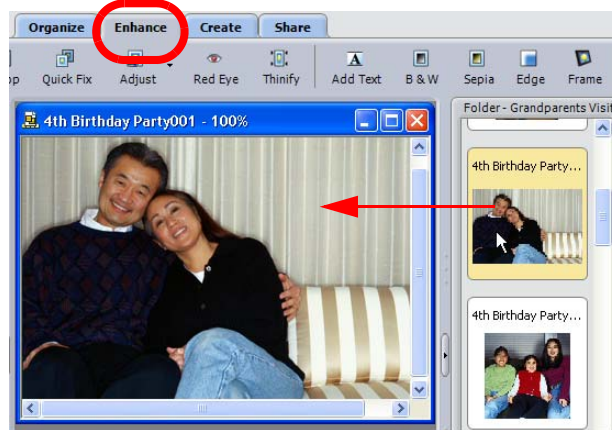
You can make a good photo into a great one by simply cropping the photo to improve the composition, remove distractions, and shift the focus where it belongs—on the subject.

**NOTE:**

Cropping permanently removes the parts of the photo outside the crop area. To preserve your original photo, use Save As after cropping.



To crop a photo:

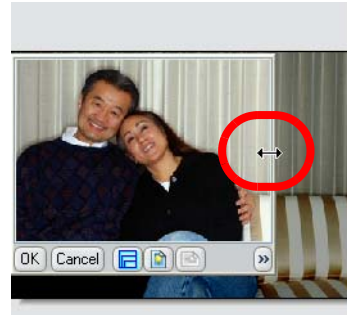
1. Open Paint Shop Photo Album.
2. Use the Find panel to open the folder containing the photo you want to crop.
3. Click the **Enhance** tab, and then on the Image Strip double-click the photo to open it .



4. On the Enhance tab, click the **Crop** button to open the Crop window.


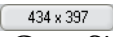
5. Position the Crop window on the photo:

- Click and drag any **side** of the Crop window to change the size and shape of the window. For example, click the right edge of the Crop window and then drag left or right, to change the width of the Crop window.
- Click and drag any **corner** of the Crop window to change the overall size of the window without changing the shape of the window.
- Click anywhere in the center of the Crop window, and drag the window to change the crop position.
- Click **Portrait**  or **Landscape**  at the bottom of the window to change the orientation of the Crop window. Portrait selects a vertical orientation, while landscape selects a horizontal orientation.



**Note:** Once you have selected the crop shape, be sure to click and drag the *corners* of the Crop window to adjust the size.

6. To select a specific crop size:

- Click the **Crop Shape**  button at the bottom of the Crop window and select the desired size (4x6 inches, 5x7 inches, etc.)
- Click the **Pixel Dimensions**  button at the bottom of the Crop window to open the Set Crop Size dialog. Enter the pixel size in the Width and Height fields. Mark the **Preserve Aspect Ratio** box to preserve the ratio of height to width.

7. Click **OK** to crop the photo and close the Crop window.

**NOTE:**

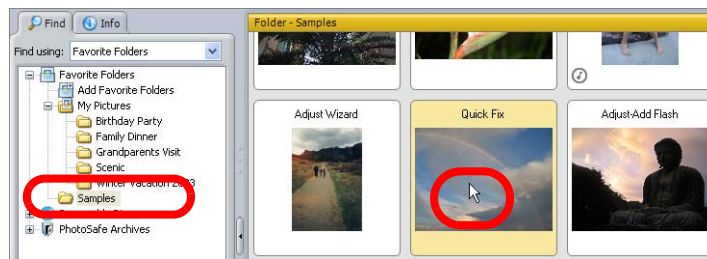
If you want to reverse your change, click the **Undo** button on the toolbar. To reapply a reversed change, click the **Redo** button on the toolbar.

# Fixing Color Problems in One Click

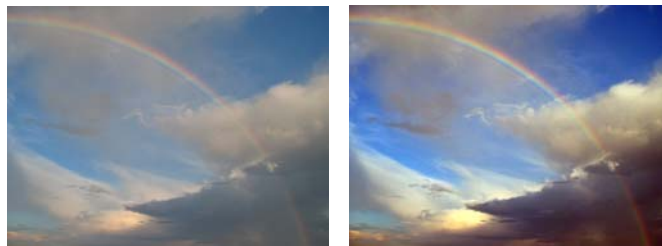
If you have a photo that is great, except that it is too dark, the color is off, and is kind of fuzzy, then use Paint Shop Photo Album's Quick Fix Tool to simultaneously adjust the Brightness, Contrast, and Color Balance of a photo.

To use Paint Shop Photo Album's Quick Fix Tool:

1. Open Paint Shop Photo Album.
2. Use the Find panel to open the folder containing the photo you want to fix.



3. Double-click the photo to open it in the Enhance tab.
4. Click the **Quick Fix** button on the toolbar to automatically adjust the photo.
5. Use the **Undo** and **Redo** buttons on the toolbar to see the before and after of the adjustment.



**NOTE:**

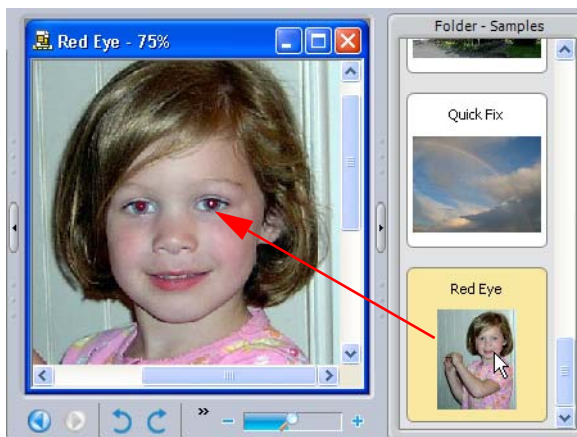
If Paint Shop Photo Album's Quick Fix didn't work well enough, try jumping to Paint Shop Pro Studio and use One Step Photo Fix.


# Removing Red Eye

Use Paint Shop Photo Album's Red Eye Tools to remove the red eye effect that frequently occurs in flash photography of humans and animals. For more advanced red eye correction, use Paint Shop Pro Studio's Red Eye Tool.

To remove red eye:

1. Open Paint Shop Photo Album.
2. Use the Find panel to open the folder containing the photo with red eyes.
3. Click the **Enhance** tab and then on the Image strip double-click the photo to open it.




4. If necessary, zoom in on the photo. Click the **Zoom**  button and click the area of the photo containing red eye to zoom in on that area. Left click to zoom out.
5. Click the **Red Eye** button. The cursor changes to a "cross hair."

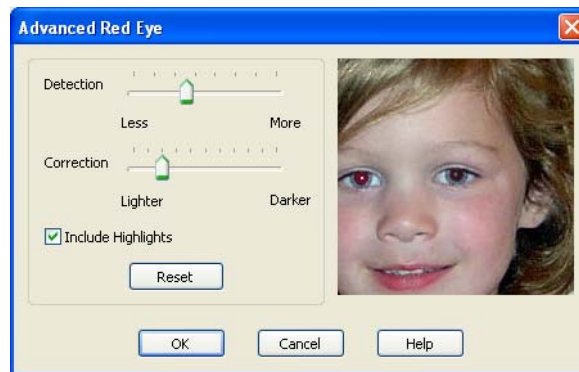


6. Center the cursor over the red area of the eye, and then click the mouse to make the correction.

7. If needed, repeat the previous step to adjust additional eyes in the photo.

## Removing red eye with the Advanced Red Eye Tool:

1. Open Paint Shop Photo Album.
2. Use the Find panel to open the folder containing the photo you want to fix.
3. Double-click the photo with red eyes to open it in the Enhance tab.
4. If necessary, zoom in on the photo. Click the **Zoom**  button and click the area of the photo containing red eye to zoom in on that area. Left click to zoom out.
5. Choose **Image > Advanced Red Eye**, and click the red area in the eye to open the Advanced Red Eye dialog.



6. Use the Detection slider to select how sensitive the program is to redness. For example, if you click the eye, and the correction bleeds into an area other than the pupil, you would want to make the correction less sensitive to redness.
7. Use the Correction slider to adjust the lightness or darkness of the pupil. For example, if the correction looks too gray on the current eye, make the correction darker using the Correction slider.
8. Mark the **Include Highlights** box to add a glint to the eye.
9. Click **OK** to apply the correction.
10. If needed, repeat the previous steps to correct the other eyes in the photo.

#### **WORKING IN TANDEM**

You can use Paint Shop Pro Studio and Paint Shop Photo Album at the same time! While using Paint Shop Photo Album, choose **File > Jump to Paint Shop Pro Studio** to automatically open your photo in Paint Shop Pro Studio and apply more advanced editing or correction techniques.

Paint Shop Photo Album also contains an Adjust Wizard that steps you through the process of correcting your photos. For information about the Adjust Wizard, refer to Help. In Paint Shop Photo Album, choose **Help > Help Topics**, click the **Search** tab, and search for **Adjusting Photos Using the Adjust Wizard**.

If these tools are not powerful enough or that you want to make other types of corrections Jump to Paint Shop Pro Studio. It contains many powerful correction tools. For more information, refer to “Using the Power Tools” on page 57.

# Using the Power Tools

You don't need to worry about setting up your shots when you have Paint Shop Pro Studio. It contains all the power tools you need to fix up your photos. You can simultaneously correct photo problems, straighten crooked photos, sharpen blurry photos, and add flash to under exposed photos.

**NOTE:**

For detailed information about using the program, refer to the built-in Help press **F1**, or choose **Help > Help Topics** to open the Help window. For more information about using the Help Files, refer to "Using Help" on page 4

What you'll need:

- A collection of digital photos
- Paint Shop Pro Studio

We'll provide you with ideas on how to:


- Fix a photo in one step
- Straighten a crooked photo
- Remove a distraction from a photo
- Sharpen and add flash to a blurry, under exposed photo
- Enhance your appearance using the Dodge and Scratch Removal Tools

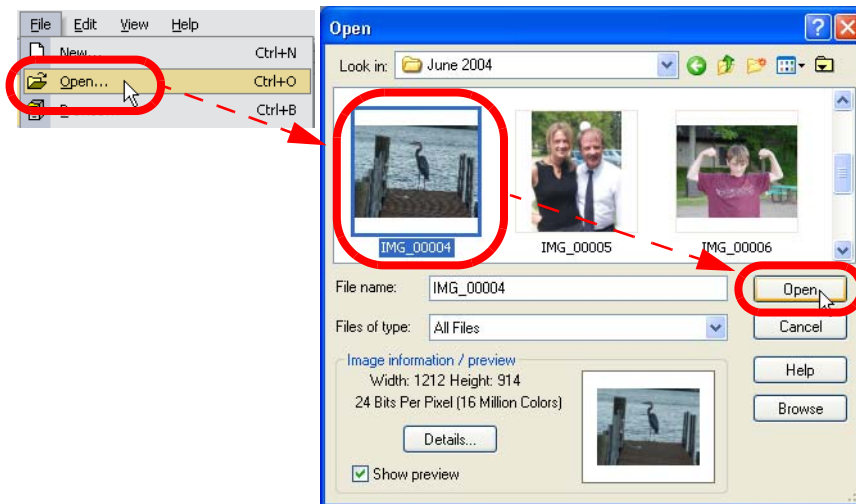
# Correcting and Straightening a Photo


If you have a photo that could be great if only the color was better and the photo was straight, don't worry—now you can fix it.

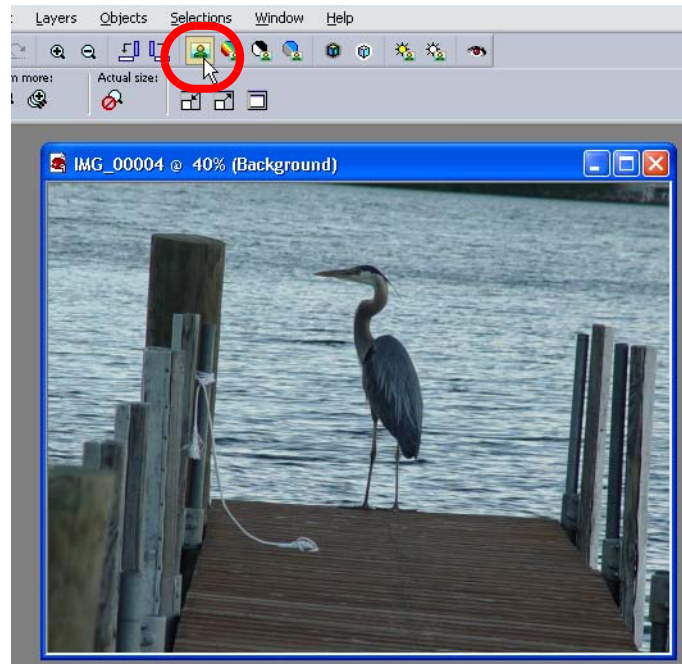
If you don't have time to figure out exactly what is wrong with a photo, then use One Step Photo Fix to automatically adjust the color balance, contrast, clarity, saturation, smooth edges, and sharpen an image. Once that is done, use the Straighten Tool to correct a crooked photo. In just a few minutes, your good photo will become great!



To fix a photo in one step:

1. Open Paint Shop Pro Studio.
2. Click the **Open**  button, and select a photo that needs color correction, and then click **Open**.



3. On the toolbar, click the **Enhance Photo** button and choose One Step Photo Fix , to automatically fix a photo. The program will automatically correct the color balance, contrast, clarity, saturation, smooth the edges, and sharpen your photo. in one step.

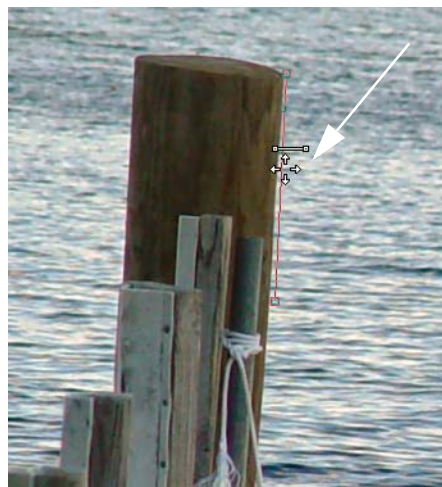
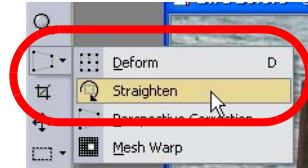


4. To see the difference, click **Undo**  to see the before, and then click **Redo**  to see the after.

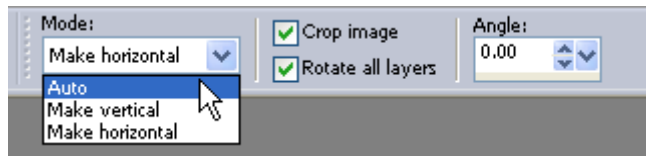


To straighten a photo:




1. Open the photo in Paint Shop Pro Studio.
2. On the Tools toolbar, click the **Straighten Tool**. A straightening bar with end handles appears on the photo.
3. Look for an area of your photo that contains a line that should be straight, and align each handle of the straightening bar with the part of the image that you want to be straight.



4. On the Tool Options palette, choose from these options:



- **Auto** Paint Shop Pro Studio automatically straightens the image based on the position of the straightening bar.
- **Make vertical** Rotates the image to make the straightening bar vertical.
- **Make horizontal** Rotates the image to make the straightening bar horizontal.


- **Angle** To choose a specific angle for the straightening bar, enter a value with the numeric edit control.
  - **Crop image** Mark this checkbox to crop the edges of the image to make it rectangular after straightening. Clear this check box to fill edge areas with the background color.
  - **Rotate all layers** Mark this checkbox to straighten all layers in the image.
5. To apply the command, double-click the image or click **Apply** .
  6. To see the difference, click **Undo**  to see the before, and then click **Redo**  to see the after.

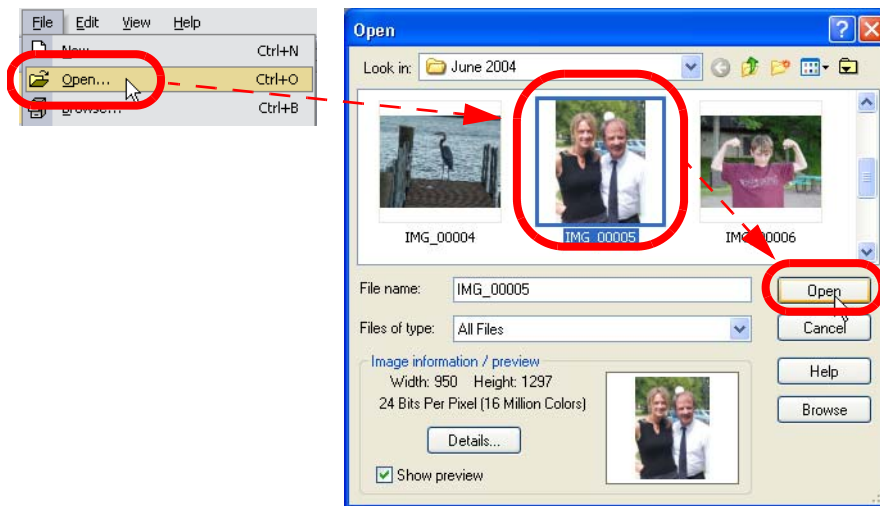



# Removing Distractions

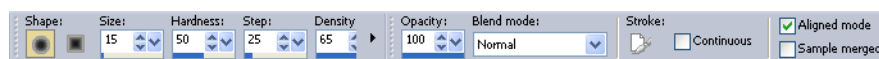
If you have a photo that contains an object that detracts from an otherwise great shot, simply remove it with the Clone Tool. In the example we show, the man appears to have a white ball on his head, really it is just a light post, but it makes his head look strange.

To remove a distraction:

1. Open Paint Shop Pro Studio.
2. Click the **Open**  button, and select a photo that has a distraction, and then click **Open**.



3. On the Tools tool bar, select the **Clone Brush** , and play with the options until you get the effect you want.



- **Shape** Choose either a round or square brush tip.
- **Size** Defines the width of the brush tip in pixels.
- **Hardness** Controls the sharpness of the brush edges.
- **Step** Controls how frequently the brush tip touches the image.
- **Density** Controls how much of the surface is cloned. Higher amounts of density are recommended when using the Clone Brush.

- **Opacity** How well the paint covers the image surface. At 100% opacity the paint covers everything. At 1% opacity the paint is almost transparent.
- **Blend Mode** How painted pixels are blended with pixels on underlying layers.
- **Continuous Stroke** Specifies whether paint builds up as you apply multiple strokes of less than 100% opacity over the same area. If this check box is marked, paint maintains a continuous color and repainting an area has no effect. If this check box is cleared (the default), each brush stroke over the same area applies more paint; the color darkens until it reaches 100% opacity.
- **Aligned Mode** Mark mark this option to have the Clone Brush paint from the point of the source area relative to the first point you clicked on the target area each time you stop and start painting again. You can keep clicking and dragging over the target area to fill in the source image. Clear the check box to have every stroke copy the same data.
- **Sample Merged** Mark this option to clone data from all layers merged together. Clear the check box to clone data from the current layer only.

4. With the Clone Brush, right-click the area you want to use as the source, and then click the area to be cloned. In some cases, it might be best to click and drag the mouse over the area—it just depends on the photo.

**TIP:**

As you near the edges of an object, you may want to change the size of the brush.



5. Continue painting until the distraction is removed.





# Fixing Exposure and Contrast

If you have a photo that is fuzzy and dimly lit, don't delete it! You can quickly fix these problems with the Sharpen, Fill Flash, and Backlighting Tools.

The photo we're using needs more flash and sharpening.

## About the Fill Flash and Backlighting Tools

If you have a photo containing dark shadows or very bright areas, try adjusting the flash and backlighting to enhance the details lost in the photo.

- **Fill Flash**  Use this tool when the subject of your photo is dark compared to the background of the photo.
- **Backlighting**  Use this tool when the background of the photo is too bright when compared to the subject of the photo.


## About the Sharpening Tools

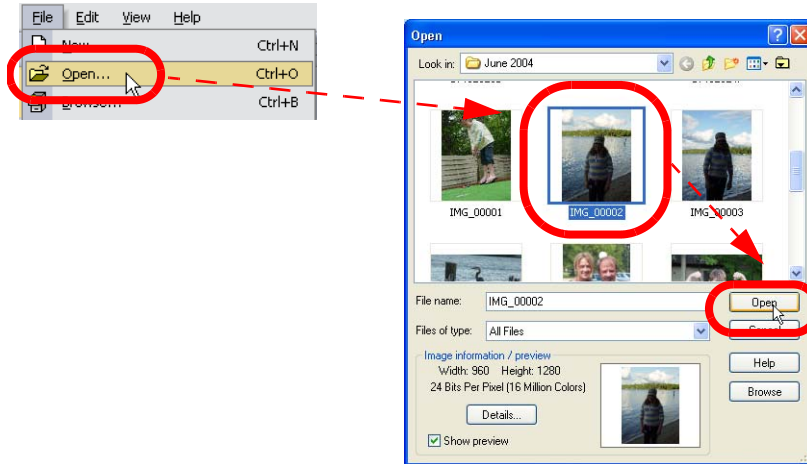
Paint Shop Pro Studio contains three tools that sharpen your soft focused photos:



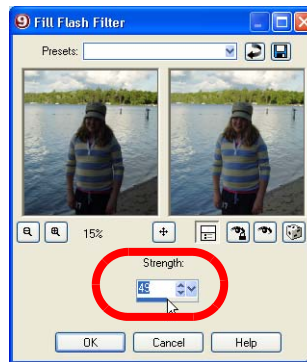
- **Sharpen and Sharpen More**  
These tools focus the image and improve its clarity by increasing the contrast between adjacent pixels where there are significant color contrasts, usually at the edges of objects. The Sharpen More command sharpens with a stronger effect than the Sharpen command. Both commands are automatically applied to the image.
- **Unsharp Mask** This tool sharpens the mid- to high-contrast edges in the image without enhancing noise. This command locates adjacent pixels that have a difference in lightness values that you specify and increases their contrast by an amount you specify. This command is typically used in professional color corrections.




To add flash and sharpen a photo:

1. Open Paint Shop Pro Studio.
2. Click the **Open**  button, and select a photo that needs the adjustment, and then click **Open**.







3. On the toolbar, click the **Fill Flash**  button to open the Fill Flash Filter dialog.



4. If necessary, click the **Navigate**  button and adjust the focus so that the subject is centered in the Preview window. Then, use the **Zoom In**  or **Zoom Out**  buttons to adjust the previews.



5. To view the strength of the adjustment on the photo while you work, click the **Auto Proof**  button.
6. In the Strength field, drag the slider to add flash to your photo.
7. Click **OK** to apply the adjustment.
8. Now let's adjust the sharpness, click the **Sharpen More**  button on the toolbar to automatically sharpen the photo.
9. To see the difference, click **Undo**  to see the before and then click **Redo**  to see the after.




# Combining Two Photos

Have you ever taken photos of the exact same subject, and if you could combine them together, they would be the perfect photo? With Paint Shop Studio, you can!

In our example, we have two photos (taken using a tripod) of the same subject. In one photo, the foreground is vivid, but the sunset is bland. In the other, the foreground is dark, but the sunset is vivid. We're going to combine these two photos, to make one great photo.

To combine two photos:

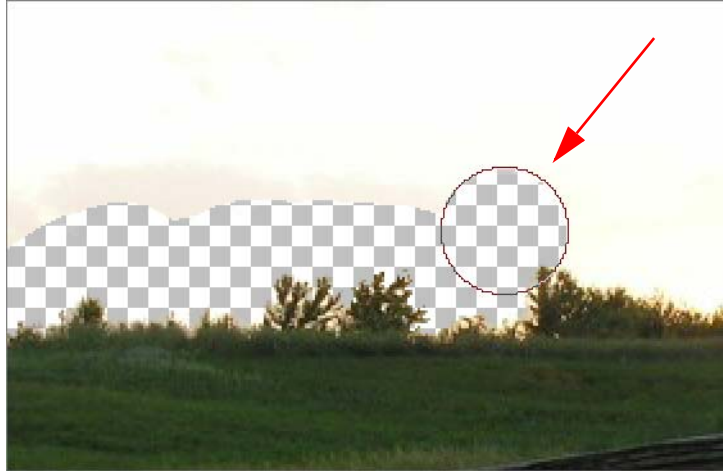
1. Open two photos of the same subject in Paint Shop Pro Studio.
2. We'll use the Background Eraser to remove the sky from the photo with the bland sunset. On the Tools toolbar, click the **Background Eraser** .
3. On the Tool Options palette, choose the brush tip, size, opacity, hardness and other options. For the opacity setting, 100% erases pixels to complete transparency and a lower opacity erases pixels to partial transparency.



## NOTE:

The Background Eraser cannot be applied on the background, which does not support transparency. If you apply the tool to the background, you are prompted to promote it to a full layer.

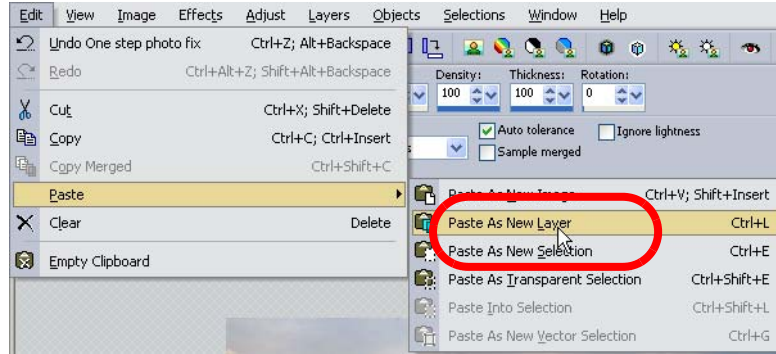
4. Drag on the layer around the edges of the subject to erase the background area.




- To erase pixels, left-click and drag the brush across the photo.
  - To erase a straight line, click once at the beginning point, then press **Shift** and click the end point. To continue the straight line, move to the next point and press **Shift** and click.
  - To restore erased pixels, right-click and drag the brush around the photo.
5. Once you have erased the entire background, press **Ctrl + C** to make a copy of the photo with the erased background.
  6. Now, switch to the other photo. Ours is a photo with a vivid sunset. We're going to enhance the sunset a little using One Step Photo Fix.



7. Choose **Edit > Paste > Paste as New Layer**. The copied photo with the erased sunset is copied over the top of the other photo as a new layer.



8. Because our photos were taken using a tripod, we don't need to adjust the layer composition. When you paste the new layer, you can use the Move Tool  to adjust the placement of the layer so that it matches up with the bottom layer.



9. When you're done, be sure to use Save As to save the new image.


# Enhancing Your Appearance

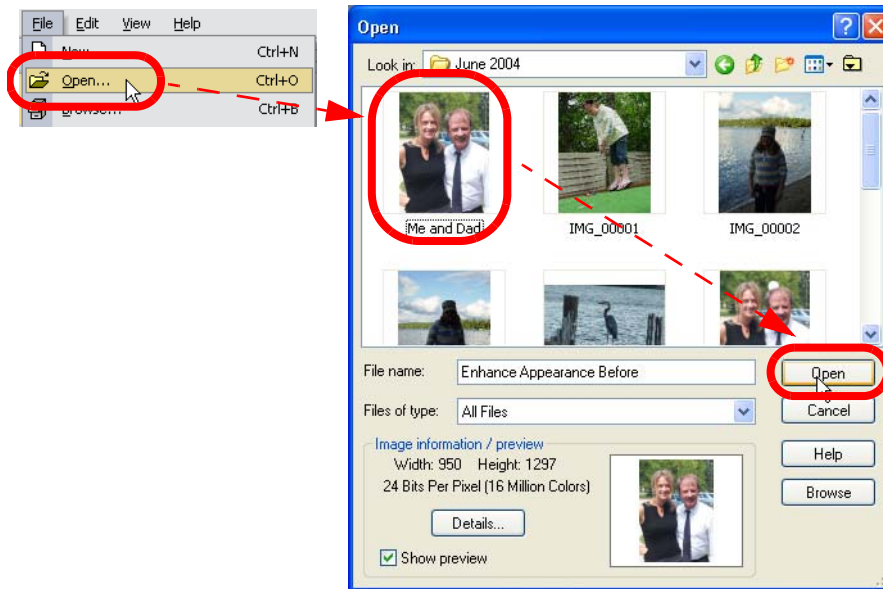
If you have a photo of yourself that you like, but you don't want to share with others because your teeth look yellow, or your eyes aren't as bright as you'd like, or perhaps you have a cut or blemish that you'd like to remove, you can quickly resolve these problems with Paint Shop Pro Studio.

**TIP:**

The Clone Tool works great for removing cuts and blemishes!

To enhance your appearance:

1. Open Paint Shop Pro Studio.
2. Click the **Open**  button, and select a photo to enhance, and then click **Open**.



3. Use the Dodge Brush to whiten teeth or the whites of your eyes. On the Tools Toolbar, select the **Dodge Brush**.




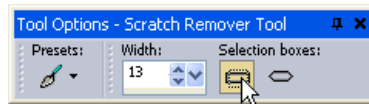
4. On the Tool Options palette, configure the settings. and play with the options until you get the effect you want.



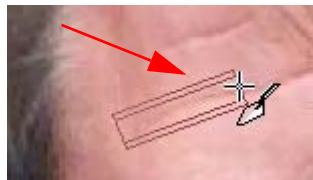
- **Shape** Choose either a round or square brush tip.
  - **Size** Defines the width of the brush tip in pixels.
  - **Hardness** Controls the sharpness of the brush edges.
  - **Step** Controls how frequently the brush tip touches the image.
  - **Density** Controls the how much of the surface is brightened. Medium amounts of density are recommended when using the Dodge brush.
  - **Opacity** How well it covers the image surface. At 100% opacity, the it covers everything. At 1% opacity, it is almost transparent.
  - **Continuous Stroke** Specifies whether it builds up as you apply multiple strokes of less than 100% opacity over the same area. If this check box is marked, paint maintains a continuous color and repainting an area has no effect. If this check box is cleared (the default), each brush stroke over the same area applies more paint; the color darkens until it reaches 100% opacity.
  - **Limit** Choose which option you want to limit for the Dodge Tool, either None, Shadows, Midtones, or Highlights.
5. Next, drag the mouse over the areas that need to be whitened. You may need to zoom in on the area to get the best results.



6. Now let's use the Scratch Remover Tool to reduce the appearance of lines and wrinkles. On the Tools toolbar select the **Scratch Removal Tool** , and configure the tool options.



- **Width** Defines the width of the selection area in pixels.
  - **Selection Boxes** Choose either a round or square end.
7. Now, click and hold down the mouse while dragging over the wrinkle.



8. Continue making the corrections until you're done!



# Crafty Projects

Let your creativity soar with Paint Shop Photo Album. Photo Album offers simple templates that you can use to create scrapbook pages, greeting cards, coffee table books, calendars, and more. If you want even more creative options, use Paint Shop Pro Studio.

**NOTE:**

For detailed information about using the program, refer to the built-in Help press **F1**, or choose **Help > Help Topics** to open the Help window. For more information about using the Help Files, refer to “Using Help” on page 4

What you'll need:

- A collection of digital photos
- Jasc Paint Shop Photo Album
- A photo quality printer and photo quality paper

We'll provide you with ideas on how to:

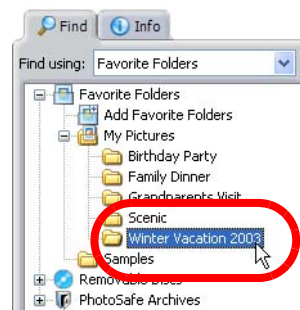
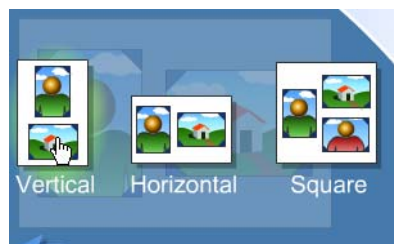
- Create a scrapbook page, greeting card, coffee table book, and a calendar using Paint Shop Photo Album.

# Creating a Scrapbook Page

If you're short on time, but still want to get in on the scrapbooking craze — you can with Paint Shop Photo Album. Just create an Album Page using one of the many templates available, select a theme, page style, drag photos into the cells, add text and print. In no time at all, you'll have an array of scrapbook pages that you can put in an album, frame, or share with others. And the best part is, there is no mess to clean up once you're done!

To create an Album Page:

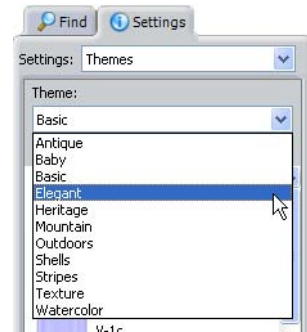
1. Open Paint Shop Photo Album.
2. Use the Find panel to open the folder containing the photos you want to use in your Album Page.
3. Click the **Create** tab, click **Album Page**, and then select the page layout (Vertical, Horizontal, or Square).



**Note:** By default, Photo Album opens the last saved project in the Create tab. To close the project, click the **Close** button in the upper right corner of the project window.

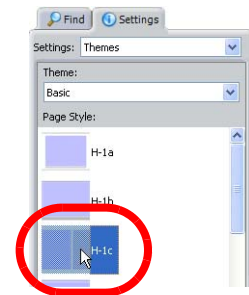
4. Select an album style from the Theme drop-down list.

Previews of the Page Styles associated with that album style display in the Settings panel.

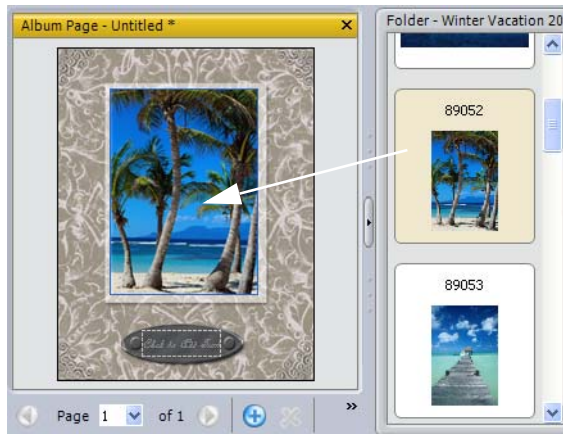


5. On the Settings panel, select a Page Style containing the number of image and text cells you want to use for your page.

The selected Page Style displays in the Project window.




6. From the Image Strip, click and drag photos into the cells of the layout.



**Note:** To remove a photo from a cell, simply drag another photo on top of the photo the cell.

7. Adjust photo placement in the cell, on the Settings panel.
8. To add text, click a text cell, or click the **Text** button on the toolbar. On the Settings panel, type your text in the Text field. The text automatically displays in the Text cell on your album page.

**Note:** To edit text, click the Text cell and edit the text in the Text field on the Settings panel. To delete text highlight the text in the text fields, and press **Delete**.

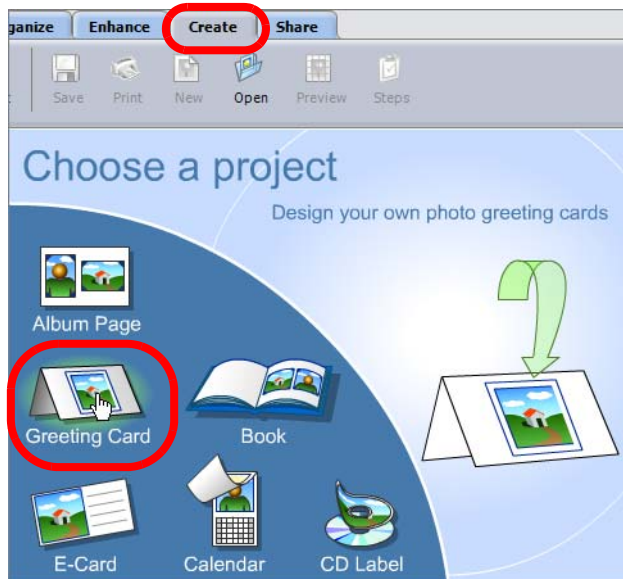
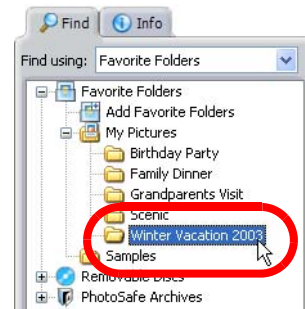
- 9.** To add additional Album Pages, click the **Add Page**  button at the bottom of the Project window and repeat the previous steps.
- 10.** To save your Album Pages, click the **Save** button on the toolbar. The pages will be saved in the Jasc Project File (.JascProject) format.
- 11.** When you're done you can print your Album Pages, click the **Print** button on the toolbar.

# Creating a Greeting Card

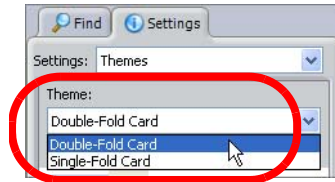
If you have ever been frustrated because you can't find the perfect greeting card in the store, just use Photo Album to create your own! It contains Greeting Card templates that you can use to create special cards featuring your own photos and greetings. Just select a theme, page style, drag pictures into the cells, add text, and print.

To create a Greeting Card:

1. Open Paint Shop Photo Album.
2. Use the Find panel to open the folder containing the photo you want to use in your Greeting Card.
3. Click the **Create** tab, and then click **Greeting Card**.



4. On the Settings panel, select a card theme (single or double-fold).

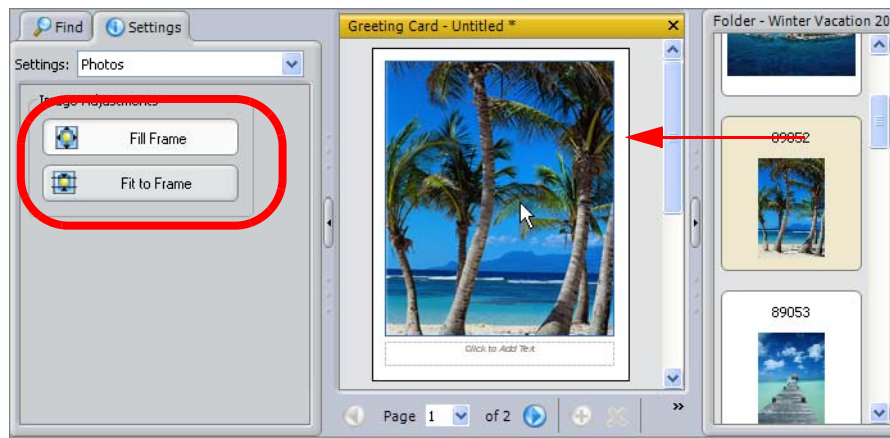
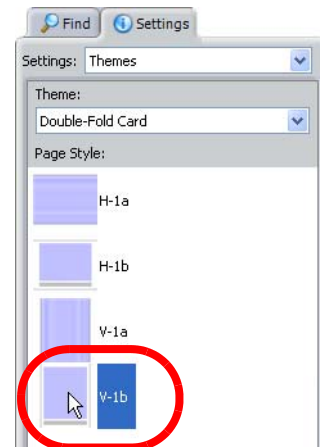


5. Next, select a page style that contains the number of photo and text cells you want for your card.

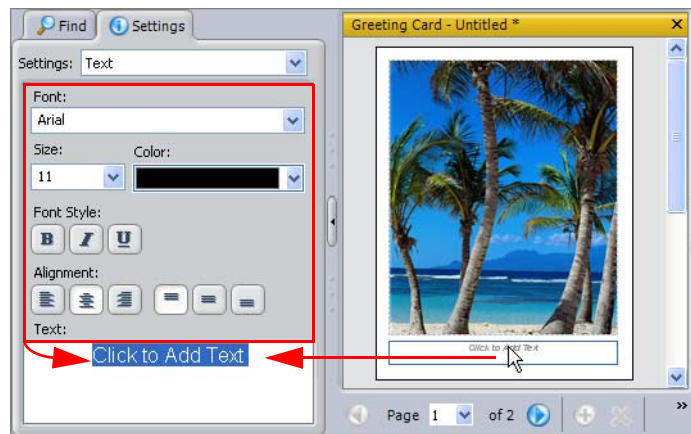
6. The selected page style displays in the project work area. Now, just click and drag photos from the Image Strip into the cells of the Greeting Card.

7. To adjust photo placement in the cell, on the Settings panel:

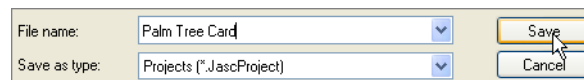
- Click **Fill Frame** to enlarge the photo to fill the cell. Some parts of the photo may be cropped.
- Click **Fit to Frame** to size the photo to show the entire photo in the cell. Some parts of the photo will be hidden if the cell has an oval shape.



8. To add text, click in a text cell, or click the **Text** button on the toolbar. On the Settings panel, type your text in the Text field. The text automatically displays in the Text cell.



9. If you want to save your Greeting Card, click the **Save** button to open the Save As dialog, enter a name for the file, and click **Save**. The card will be saved in the Jasc Project File (.JascProject) format.



10. To print your Greeting Card, place paper in the printer and click the **Print** button.

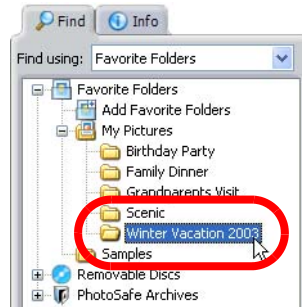
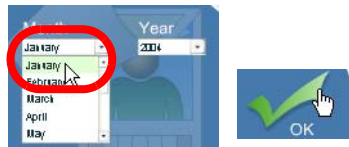


# Creating a Calendar

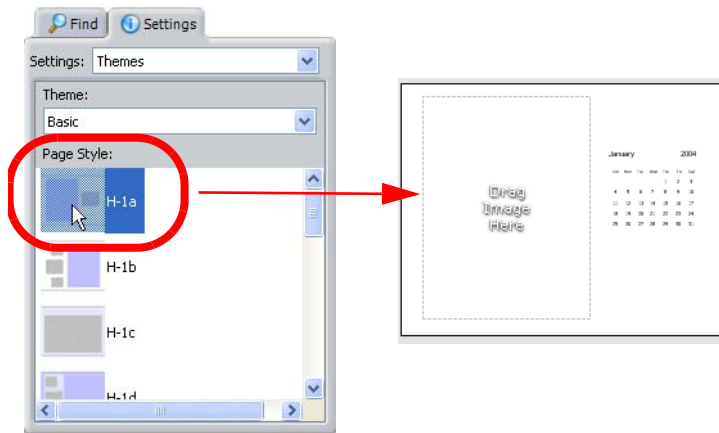
Share your memories with others by creating a Calendar using your own photos.

To create a Calendar:

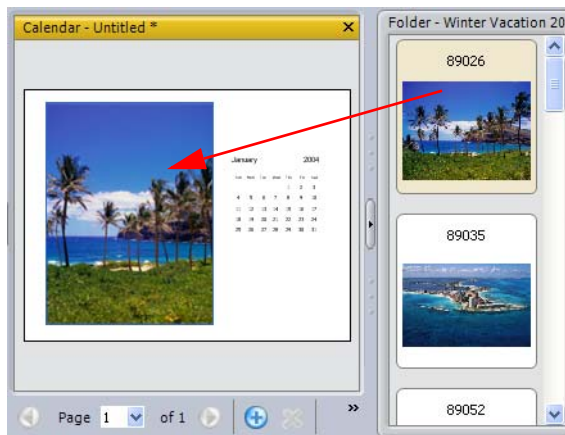
1. Open the folder, containing the photos you want to use in your calendar.
2. Click the **Create** tab, click **Calendar**, select the **Month** and **Date** for the first page, and then click **OK**.




3. On the Settings panel, select the Page Style that you want to use for your calendar. The selected style displays in the Project window.



4. From the Image Strip, click and drag photos into the cells of the layout.



**Note:** To remove a photo from a cell, simply drag another photo into the cell on top of the old photo.

5. To adjust photo placement in the cell, on the Settings panel:
  - Click **Fill Frame** to enlarge the photo to fill the cell. Some parts of the photo may be cropped.
  - Click **Fit to Frame** to size the photo to show the entire photo in the cell. Some parts of the photo will be hidden if the cell has an oval shape.
6. To add pages to the calendar, click the **Add Page**  button at the bottom of the Project window and repeat the previous steps.
7. To save your calendar pages, click the **Save** button on the toolbar. The pages will be saved in the Jasc Project File (.JascProject) format.
8. To print your calendar pages, Click the **Print** button on the toolbar.

You can also use the Create tab to make other projects such as E-Cards, CD Labels, and MyPublisher books.



# Discovering Your Creative Genius

Let your creative side shine with Paint Shop Pro Studio. You have all the tools you need to create fabulous works of art, funny photo caricatures, to scan and preserve school memories, add captions and thought bubbles to photos—and more!

**NOTE:**

For detailed information about using the program, refer to the built-in Help press **F1**, or choose **Help > Help Topics** to open the Help window. For more information about using the Help Files, refer to “Using Help” on page 4

What you'll need:

- A collection of digital photos
- Jasc Paint Shop Pro Studio

We'll provide you with ideas on how to:

- Create a digital scrapbook page from scratch
- Add text in thought bubbles
- Create a photo caricature
- Preserve school memories by scanning artwork and laying it out on a canvas

# Making a Scrapbook Page

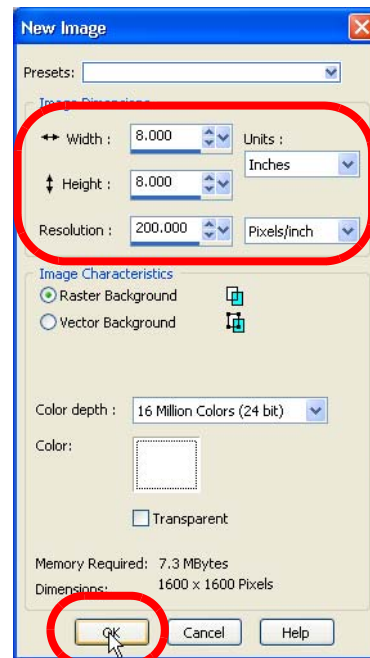
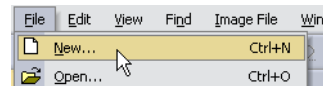
You can layout scrapbook pages digitally, and save time and money in the process. You no longer need to purchase costly paper, glue, ribbon, or other embellishments, with Paint Shop Pro Studio, you can just make them! All you need is your imagination and a collection of digital photos!

Here are the basic steps for making your scrapbook page:

- Create a canvas
- Add photos
- Add embellishments
- Add text

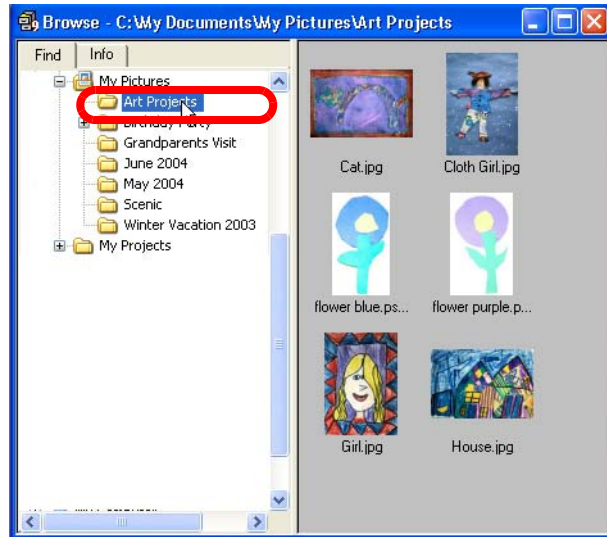
To create a canvas:

1. The first step is to create a blank canvas. Choose **File > New** to open the new image dialog.
2. On the New Image dialog, the size, color, and resolution for the canvas.
  - **Units** Choose the unit of measurement for the Height and Width fields.
  - **Height and Width** Enter the size for the canvas.
  - **Resolution** Choose the image resolution. Most printers can print between 180-200 ppi.
  - **Color** The color for the canvas.
3. When your done, click **OK**.

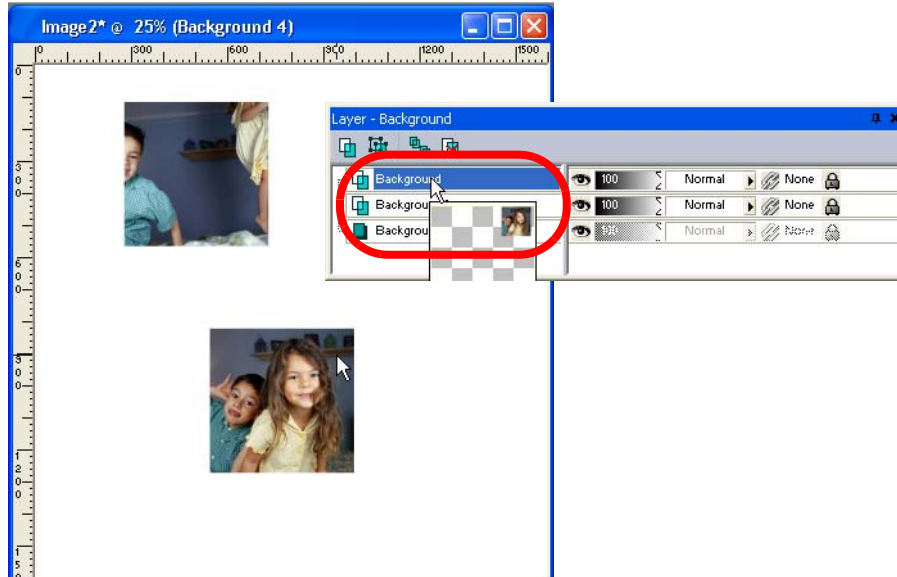


To add photos:

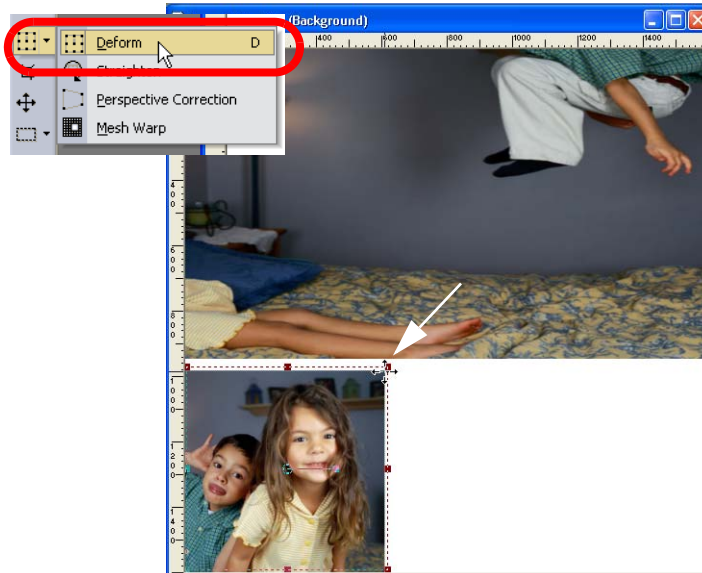
1. Choose **File > Browse** to open the Browser window.
2. Locate the photos you want to use in the folders on the left.
3. Click and drag the photos onto the canvas. Notice that the Layer palette adds the photos as new layers.



If you hover the mouse over the layer name, it displays a preview of the selected layer. If you want to change the name of a layer, right click the layer and choose **Rename** and enter a descriptive name for the layer.



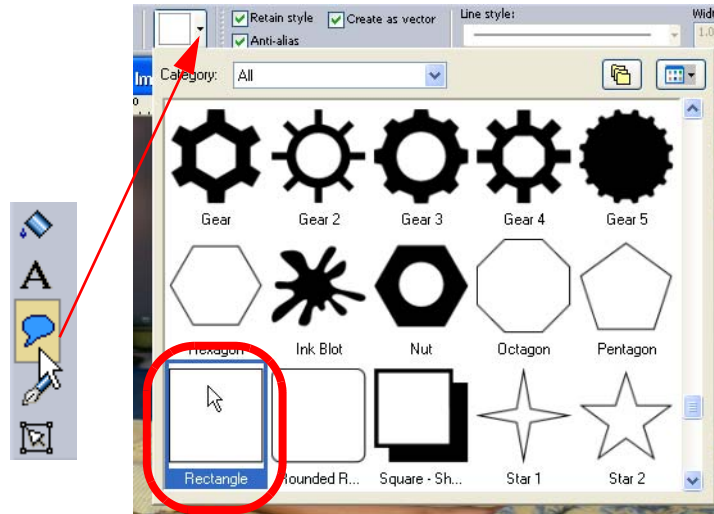
4. Next, use the Deform Tool to resize the photos in your canvas. Click and drag the corners to change the size of the photo. To resize the photo proportionally, right-click and drag one of the corners. Hover the mouse in the middle to move the photo into position.



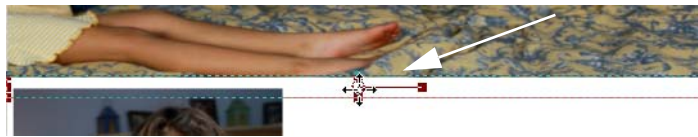
5. Now select the other photo from the Layer palette, and repeat the previous step.

To add embellishments:

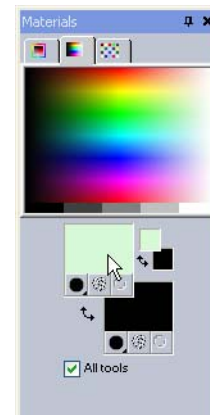
1. Now let's add a border between images. On the Tools toolbar select **Preset Shapes**; and then on the toolbar, select the shape for the embellishment you want to add.



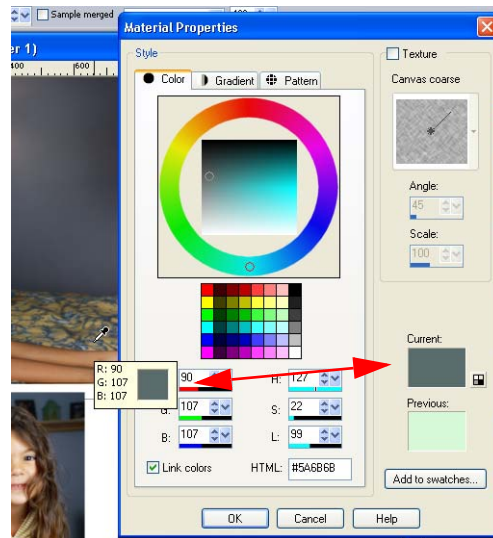
2. Next click and drag the shape to the desired size and position.



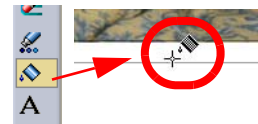
3. Now we'll fill the Preset Shape with a color from the Materials palette. Click the Foreground Color to open the Material dialog.



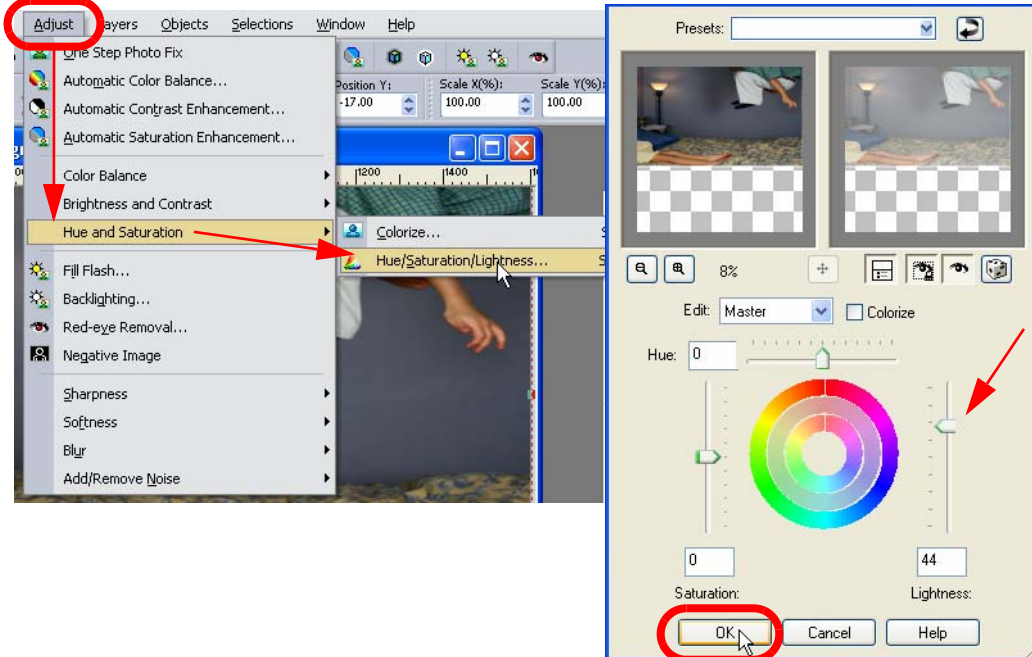
4. With the Material dialog open, click the area around the photo containing the color you want to mimic. Notice how the color and the color number are automatically added as your color choice.



5. Next, on the Tools toolbar, select the **Flood Fill** Tool and click in the preset shape to fill it with the selected color.




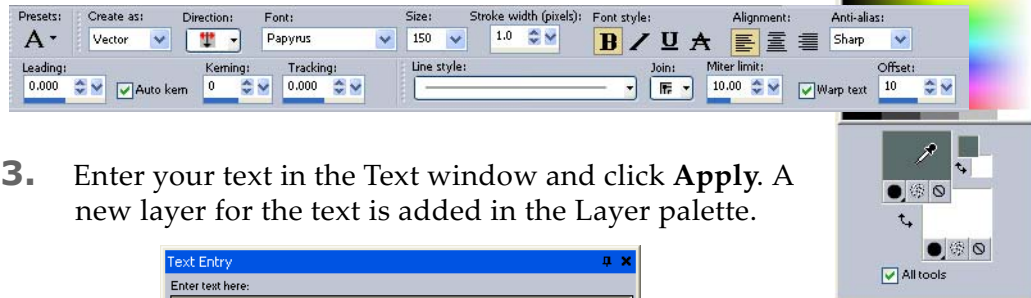
6. Now let's lighten one of the photos by adjusting the Hue and Saturation. Select a photo from the Layer palette, and choose **Adjust > Hue and Saturation > Hue, Saturation and Lightness**.



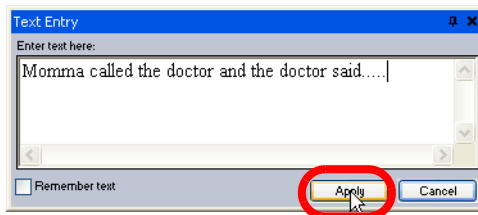
7. Drag the **Lightness** slider to achieve the desired lightness in the photo, and then click **OK**. You now have a light area that is perfect for adding text.

To add text:

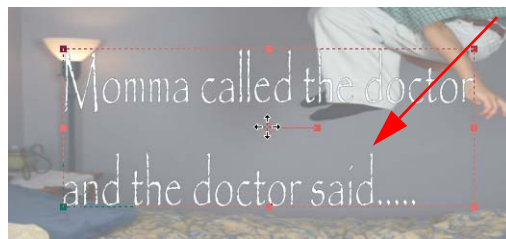
1. On the Tools toolbar, click the **Text Tool**  and click inside your image to open the Text window.
2. Now choose your foreground and background colors from the Materials palette and configure the text settings in the toolbar.



3. Enter your text in the Text window and click **Apply**. A new layer for the text is added in the Layer palette.



4. Place your mouse in the center of the text, the mouse cursor changes into the move cursor, click and drag the text into position on the image.



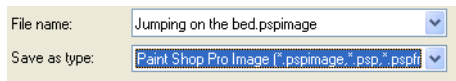
**TIP:**

If you want to edit text, Be sure to select the text layer from the Layer palette, and highlight the text in the Text window before you make changes.

5. Repeat the previous steps to add additional text.



6. When you're done, be sure to save the file as a Paint Shop Pro image to retain the layers for future edits.



# Creating Caricature

You can use your own photos to create a caricature of a person or animal to use in greeting cards and calendars—just like the ones you see in the stores and on TV.

Using the Warp Brush you can twirl areas of images, contract or expand parts of a photo to make someone’s muscles larger, distort the shape of their eyes, lips, or anything else you can imagine.

## About the Warp Modes

There are six different warp modes, and two modes that unwarp. All warp modes are Time-dependant, meaning, the longer you hold down the mouse the more pronounced the warp becomes.



**Push** pushes pixels in the direction of the stroke (similar to smearing paint).



**Expand** creates a bulge from the center of the brush.



**Contract** pulls pixels into the center of the brush.



**Right Twirl** rotates pixels clockwise around the center of the brush.



**Left Twirl** rotates pixels counter-clockwise around the center of the brush.



**Noise** causes random movements of pixels under the brush.



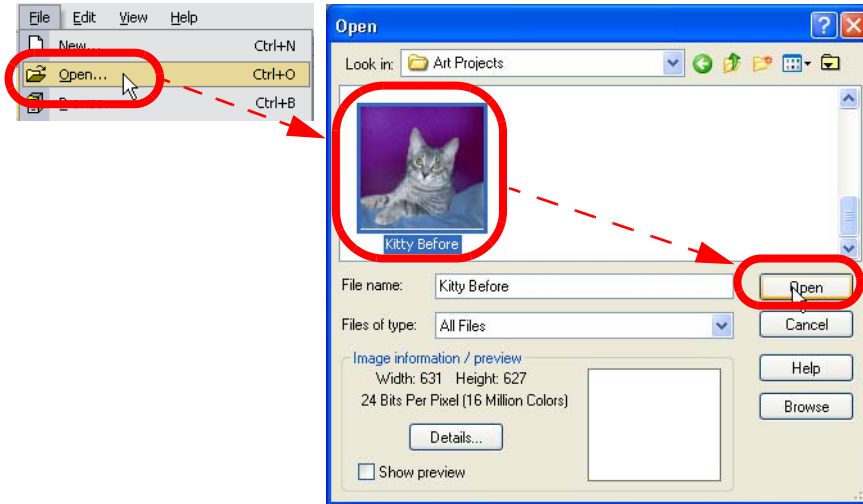
**Iron Out** reduces the amount of warping.



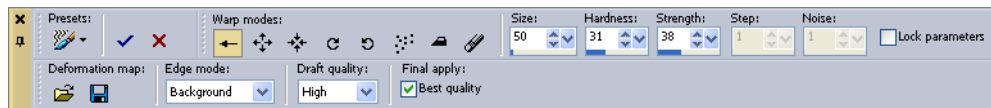
**Unwarp** removes unapplied warps.

To create a caricature:

1. Open an image in Paint Shop Pro Studio.



2. On the Tools toolbar, select the **Warp Brush**.
3. Now, on the Tool Options palette, configure the Tool Options:

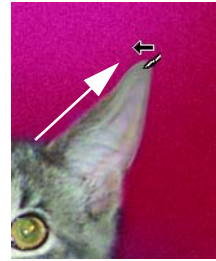


- **Warp Modes**, choose the type of warp. We'll be using the Push brush to make the cat's ears bigger and the Expand Brush to bulge the eyes.
- **Size**, how big the brush. Making the brush outline large enough to include pixels outside the warp area, this makes a nice blend between object edges.
- **Hardness**, controls the hardness of the brush edges. To keep the ears looking natural we'll set this to about 65.
- **Strength**, enter a percentage (0 to 100) that specifies how strong the warping effect is. Full strength is 100%; minimum strength is 1%.
- **Edge mode**, select either a Draft mode quality, and Final apply mode quality.

**4.** Do one or both of the following to warp the image:

- Click and drag in the image.
- Place the cursor at one position and hold down the mouse button to repeat the effect at one area.

**5.** Continue warping using the other brushes until you get the effect you like!



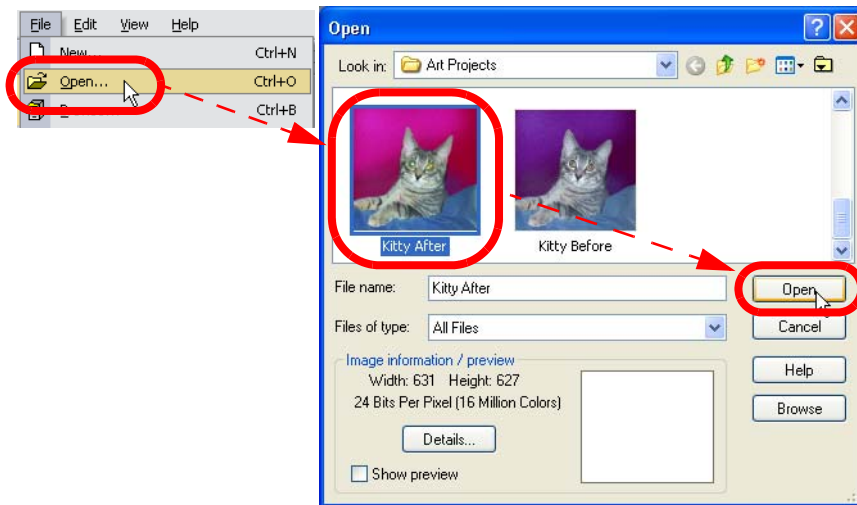
# Illustrating Photos

Use the Preset Shapes to add objects like thought bubbles, arrows, stars, and other shapes onto your photos without having to draw them.

We'll show you how to create a fun photo that you can use on a greeting card, send via e-mail, or whatever else you can dream up!

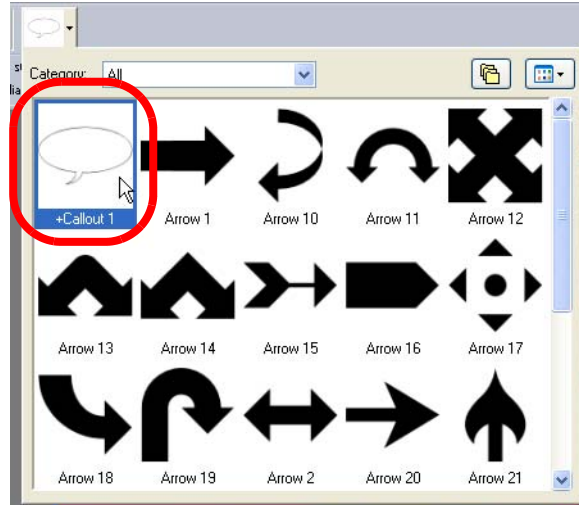
To add a thought bubble:

1. Open an image in Paint Shop Pro Studio.



1. On the Tools toolbar, click the **Preset Shape Tool** .

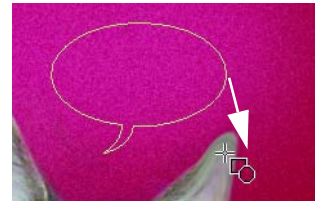
2. On the Tool Options palette, click the Preset Shape drop-down window and select a thought bubble shape.



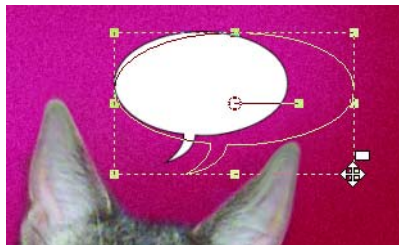
3. If necessary, adjust the following options:



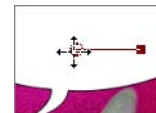
4. Now, click the mouse on the image, hold the mouse button down, drag out the thought bubble, and release the mouse.



5. You can then resize it by dragging out the corners.

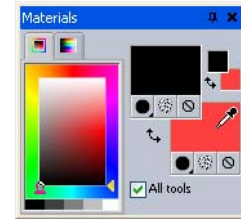


6. To reposition the bubble, hover the mouse in the middle of the bubble, the cursor changes to the Move Tool, then click and drag it to the appropriate position.

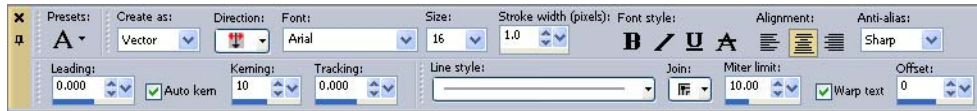


7. Now let's add text in the thought bubble! On the Tools Toolbar, click the Text Tool **A**.

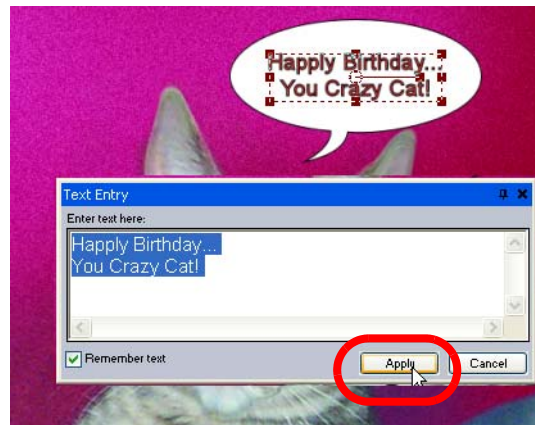
8. On the Materials palette, select the foreground (for text it is the outline) and fill color for the text. If you don't want an outline around your text, then choose the same color for both color boxes.



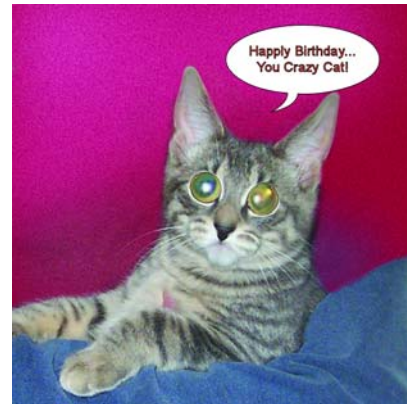
9. Next, choose the text settings on the Tool Options palette.



10. Click in the bubble, to open the Text window. Type your text, and click **Apply**. You can re-position the text just like you did the bubble.



11. When you're done, you'll have a unique photo to share with family and friends!




# Preserving School Memories

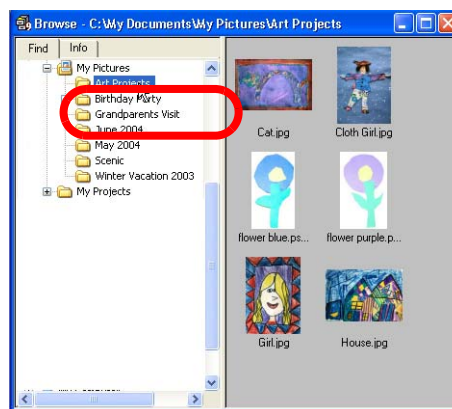
If you have school age children, then you know how many art projects they can create in a short amount of time. After awhile, your storage area becomes cluttered with boxes of priceless art, that you can't bear to throw away.


If you have a scanner, then you can make digital replicas of your children's art that you can keep forever. If you don't have a scanner, then just take a photo of the artwork with your digital camera.

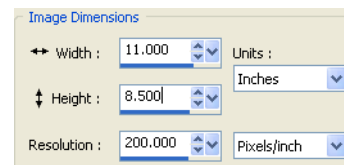
Once you have a digital copy, you can use Paint Shop Pro Studio to create a collage that you can print and share or use in a scrapbook.

To layout a collage:

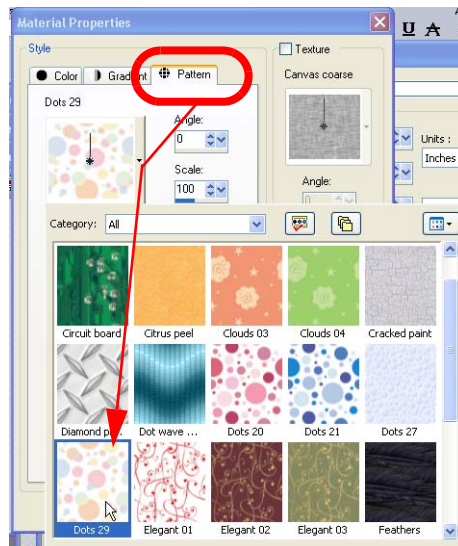
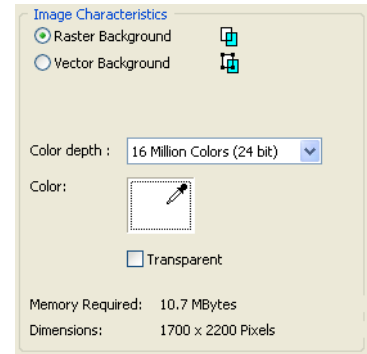
1. Click the **Browser** button  on the toolbar to open the Paint Shop Pro Studio Browser. Use the Find panel to locate the folder containing the photos of your art projects.



2. On the Browser, double-click each image to open it in Paint Shop Pro Studio, and then close the Browser.
3. Now let's create the canvas onto which we will place the artwork. Click the **New Image**  button to open the New Image dialog.
4. In the Image Dimensions group box, choose **Inches** from the Units drop-down list and then enter the image dimensions for the **Height** and **Width**.



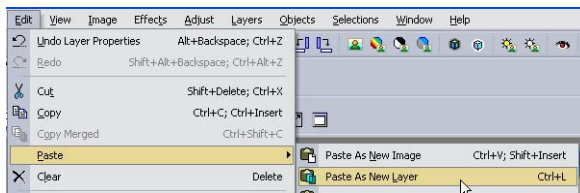
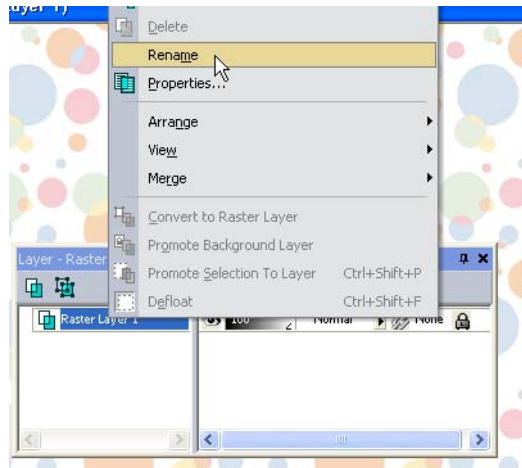
5. Enter **200** in the Resolution field. Most printers can print between 180-200 ppi.
6. In the Image Characteristics group box, choose **Raster Background** and click the Color box to open the Material Properties dialog.
7. On the Material Properties dialog, click the **Pattern** tab.
8. On the Pattern tab, click the down-arrow on the pattern preview to display the list of available patterns. Use the Scroll bar to view all your options, and then click a pattern to select it.



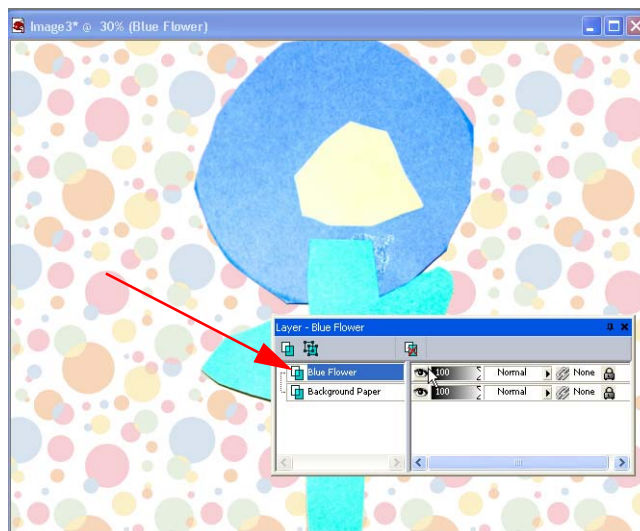
9. When you're done, click the **OK** button on the Materials Properties dialog.
10. Click **OK** on the New Image dialog. The new image opens (your canvas) in Paint Shop Pro Studio.

**11.** The Layer palette displays the canvas as a new Raster Layer. Let's rename the layer, so it is easy to recognize. Right-click the layer name and choose **Rename**, and then type the new name.

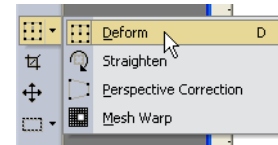
**12.** To place the artwork on the canvas, select one of the open photos, and press **Ctrl + C** to copy the photo. Then, select the background paper, and choose **Edit > Paste > Paste as a New Layer**.



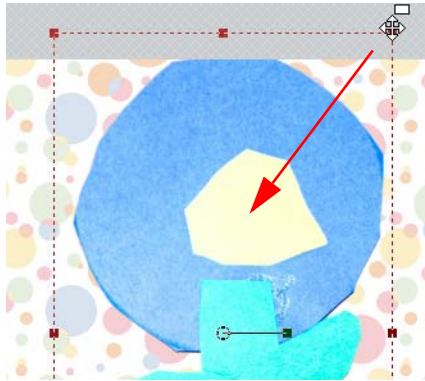
The art work is added as a new layer on top of the canvas, in it's original size.



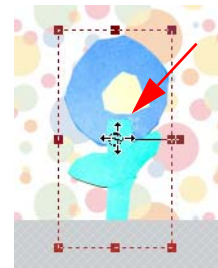
**13.** Now, let's edit the flower to make it smaller.  
From the Tools Toolbar, select the **Deform** Tool.



**14.** A red bounding box surrounds the flower. To change the size of the flower, click the corner, and drag the box to the desired size. To resize proportionality, right-click the corner on the box and drag.

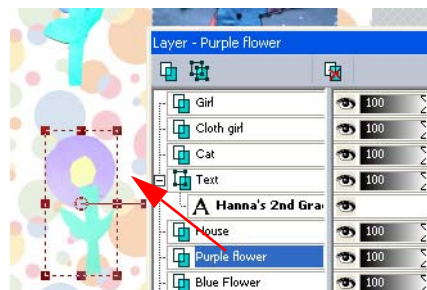


**15.** To move the flower, hover in the center of the flower to display the Move Tool, and then click and drag the photo into position.



**16.** Continue copying photos onto the canvas and renaming their layers as shown in the previous steps.

**17.** To make edits to individual pieces of art, simply click its layer on the Layer palette to select it.



- 18.** Finish resizing them using the Deform Tool, and position each piece on the background, until you have a layout that you like—you can even add text.



# Making the Old New Again

Use Paint Shop Pro Studio to scan your old family photos and make digital copies that last for decades to come. Once you have scanned your photos, you can use Paint Shop Pro Studio to restore faded photos and repair scratches or other damage, and ensure lasting memories for years to come.

You can also make new photos look old and use them in heritage style scrapbook pages or frame them.

**NOTE:**

For detailed information about using the program, refer to the built-in Help press **F1**, or choose **Help > Help Topics** to open the Help window. For more information about using the Help Files, refer to “Using Help” on page 4

What you'll need:

- A scanned copy of an old photo
- A collection of digital photos
- Jasc Paint Shop Studio

We'll provide you with ideas on how to:

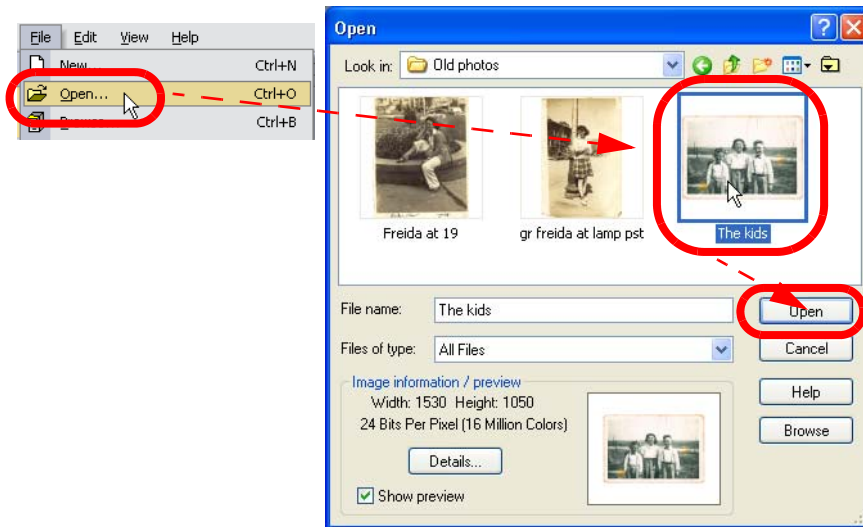
- Restore faded photos (works on both color and black and white photos)
- Repair scratches and tears
- Make a new photo look old


# Correcting Faded Photos

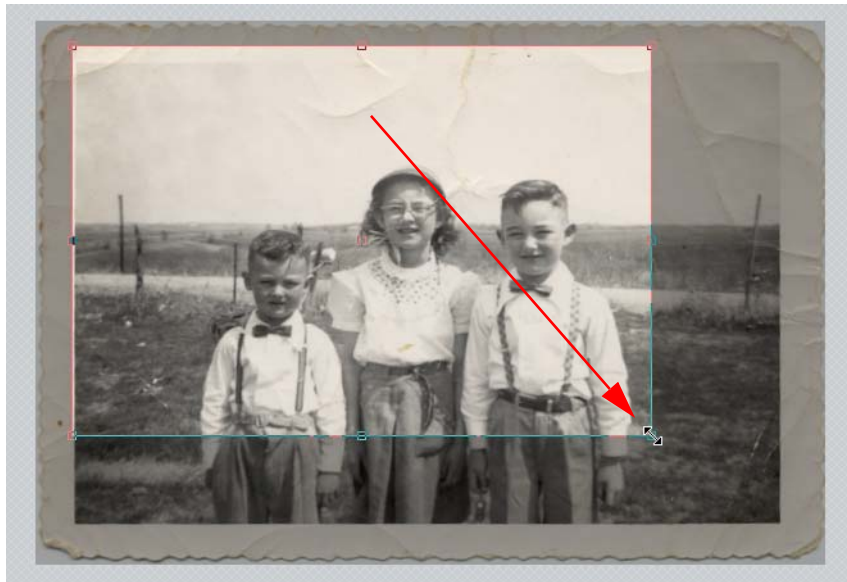
With time and exposure to the elements, especially light, the dyes in a photo fade. Colors become less vivid, the image acquires an undesirable color cast, and contrast is lost. Use the Fade Correction command to restore color and contrast to faded photos.

To correct a faded photo:

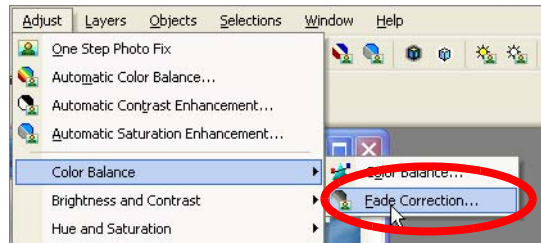
1. Open an old photo in Paint Shop Pro Studio.






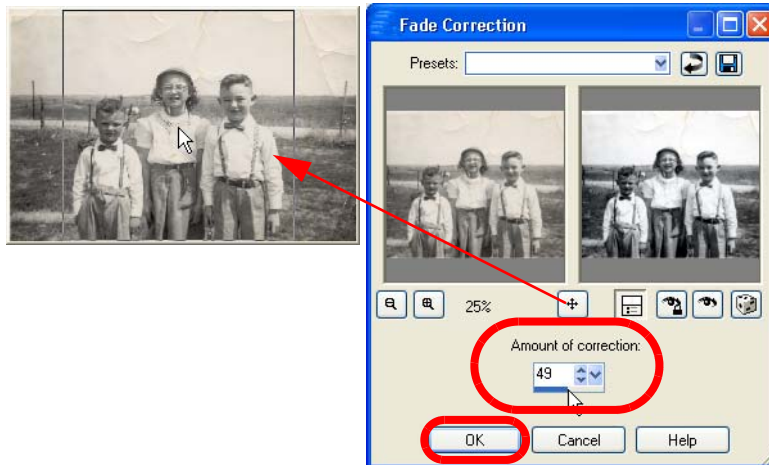
2. Before we start making corrections, let's crop the photo. On the Tools toolbar, select the **Crop Tool** , and then click and hold the mouse while dragging the corners of the crop rectangle to make the crop area.




3. Double-click in the crop area to crop the image.
4. Choose **Adjust > Color Balance > Fade Correction** to open the Fade Correction dialog.





5. On the Fade Correction dialog click the **Navigate** button  and adjust the focus so that the subject is centered in the Preview window. Then, use the **Zoom In**  or **Zoom Out**  buttons to adjust the previews.



6. To view the strength of the adjustment on the photo while you work, click the **Auto Proof** button .
7. Select the amount of correction. Start with 45 and adjust the value until the image looks the most natural, then click **OK**.

**Note:** Use the minimum value that produces a good correction. If you apply too much correction, highlight and shadow areas may lose detail and objects may blend together.

8. To see the difference, click **Undo**  to see the before and then click **Redo**  to see the after.



# Removing Scratches and Tears

Paint Shop Pro Studio contains the tools you need to restore your collection of old photos! If you have old scanned photos that contain scratches or tears, you can use the Scratch Remover Tools to repair and restore them.

## ACHIEVING THE BEST RESULTS

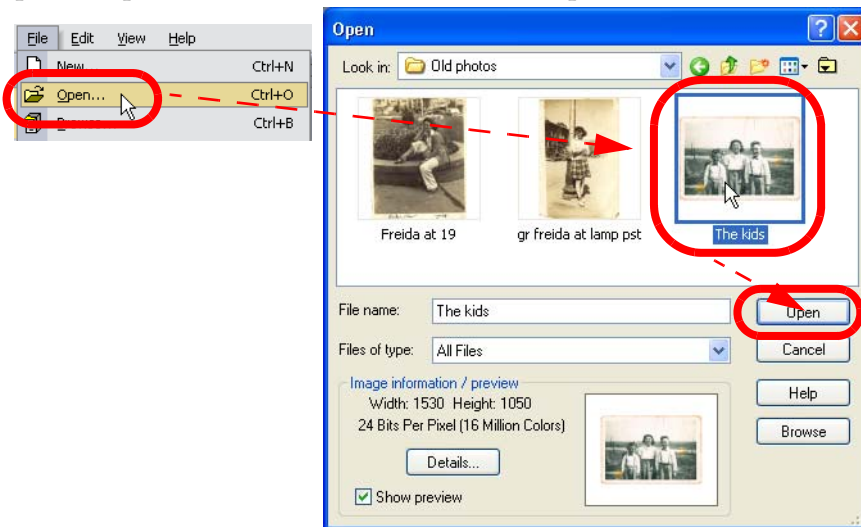
If the scratch background is highly textured or contains many image variations (say, a flower, a face, and a wall), the result may not be as satisfying.

Try these tips to get the best results:

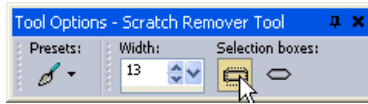
- Before using the Scratch Remover Tool, select the area that contains the scratch.
- If there are many small scratches in the image, use the Automatic Small Scratch Remover command. For more information, refer to Help.
- Use a width of about 3 or 4 pixels wider than the scratch itself.
- For scratches over several different backgrounds, try removing the scratch a section at a time.
- Consider using the Clone Brush instead.



To use the Scratch Remover Tool:

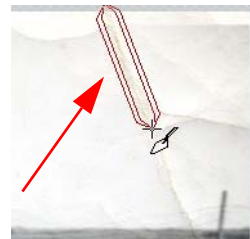
1. Open the photo with scratches in Paint Shop Pro Studio.



2. On the Tools toolbar select the **Scratch Remover Tool** , and configure the tool options.



- **Width** The width, in pixels, of the Tool. Choose a width that is about 3 or 4 pixels wider than the scratch. If the width is considerably larger than the scratch, you will lose image detail.
  - **Selection boxes** The shape of the Scratch Remover Tool. Select the flat-end option  to correct scratches that are perpendicular to object edges in the image or are in an open area (the background is similar and has no objects in it). Select the pointed-end option  to correct scratches at an angle to object edges in the image (with this option, you can place the bounding box closer to the edges).
3. Center the cursor just outside one end of the scratch, then click and drag the bounding box over the scratch:



- If the bounding box width is 10 or fewer pixels, the box is single-sided. Position the box so that the edges surround, but do not touch, the scratch.
  - If the bounding box width is more than 10 pixels, the box is double-sided. Position the box so that the inner edges surround, but do not touch, the scratch.
4. When the rectangle properly encloses the scratch, release the mouse button. The scratch is removed.
5. Continue removing scratches until you are finished!

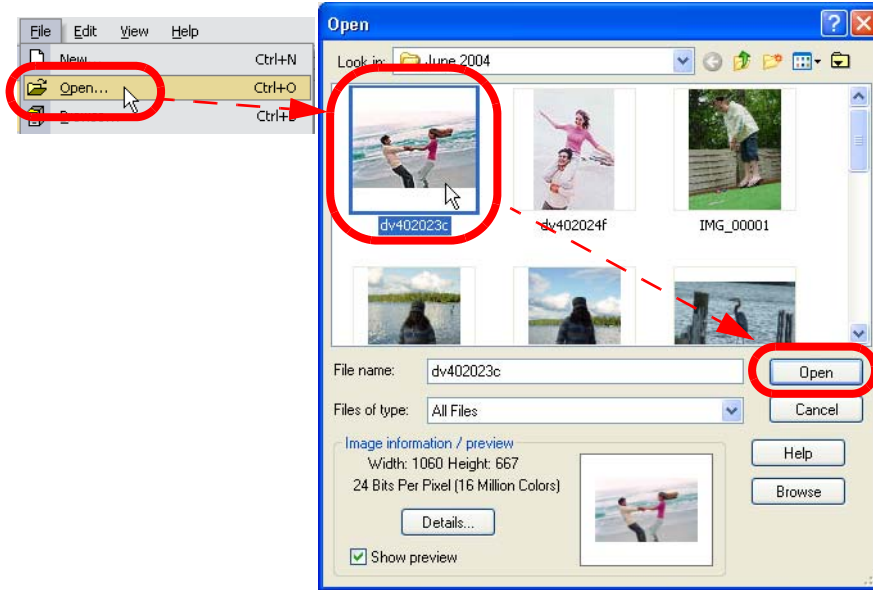


# Making a New Photo Look Old

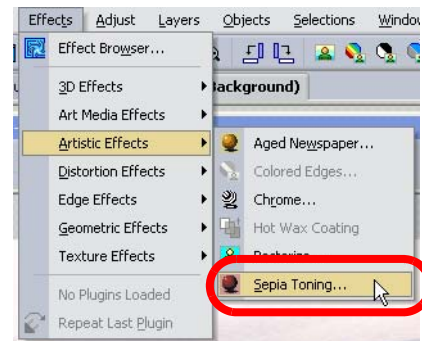
By simply applying a Sepia tone, noise, and a white border, you can make a new photo vintage.

To make a new photo look old:

1. Open a photo in Paint Shop Pro Studio.



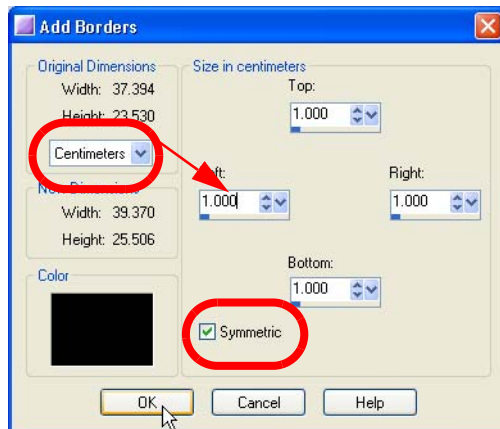
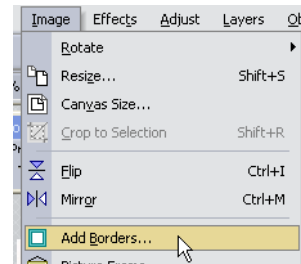
2. To make the photo appear aged, we'll apply a Sepia Effect. Choose **Effect > Artistic Effects > Sepia Toning** to open the Sepia Toning dialog.



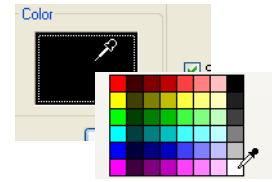
3. In the Amount to Age dialog, enter the number of years you want to age the photo and then click **OK**.



4. Now let's add a border around the photo so it looks as if it were printed years ago. Choose **Image > Add Borders** to open the Add Borders dialog.
5. On the Add Borders Dialog choose **Centimeters** from the Measurement drop-down list. Mark **Symmetric**, and enter 1 in the Left group box.



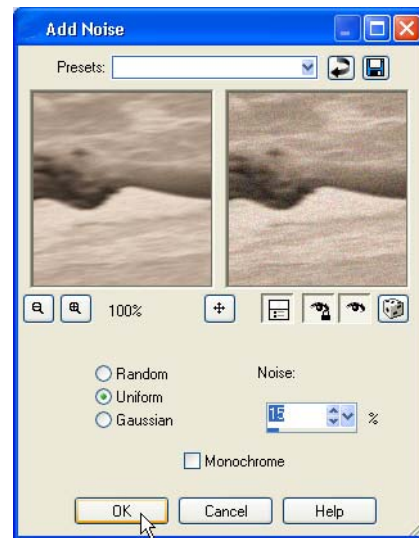
6. Now select the color for the border. Click the Color box to open the Color dialog, choose white from the Color Matrix, and then click **OK**.



7. Finally, let's add some noise to reduce the detail in the image and add a grainy texture. Choose **Adjust > Add/ Remove Noise > Add Noise** to open the Add Noise dialog.

8. On the Add Noise dialog, configure the settings:

- Choose the pattern of the noise: Random, Uniform, or Gaussian. With Uniform noise, the color of the noise resembles the original pixels. With gaussian noise, the majority of the noise values are even closer to the original.
- In the Add Noise edit box, select the percentage of noise to add.
- To use colored pixels, clear the check box.



9. Click **OK** to apply the settings.





# Showing Off

Your family and friends can't wait to see your photos—so just send them to them! The Quick E-mail Tool allows you to automatically optimize photos for quick download and automatically attaches them to an e-mail message.

If you prefer prints of your photos, then upload your photos to a photo sharing service. Or, burn them to a QuickCD and take them to a store to be printed.

**NOTE:**

For detailed information about using the program, refer to the built-in Help press **F1**, or choose **Help > Help Topics** to open the Help window. For more information about using the Help Files, refer to "Using Help" on page 4

## What you'll need:

- A collection of digital photos
- Jasc Paint Shop Photo Album
- A default E-mail application that supports the MAPI Standard (such as AOL, Hotmail, Yahoo, Microsoft Outlook, or Outlook Express) and be configured to use the MAPI E-mail client
- An Internet connection
- An account with a photo sharing service
- A blank CD and a CD burner

## We'll provide you with ideas on how to:

- Quickly send optimized photos via e-mail
- Burn photos to a QuickCD
- Upload photos to a photo sharing service

# Sending Quick E-mail

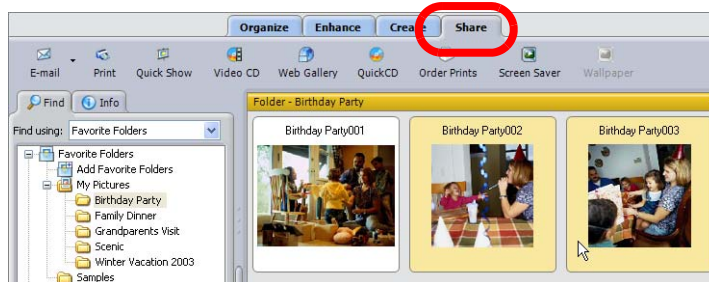
Use Paint Shop Photo Album's Quick E-mail Tool when you want to quickly send optimized photos. The program automatically reduces the size of the photos and converts them to the JPEG file format so they can be sent and opened quickly.

To send photos using Quick E-mail:

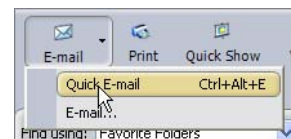
1. Open Paint Shop Photo Album.
2. Open the folder containing the photos you want to send.

**Note:** If you are using AOL as your default E-mail application, be sure to log into AOL before you send your e-mail message.

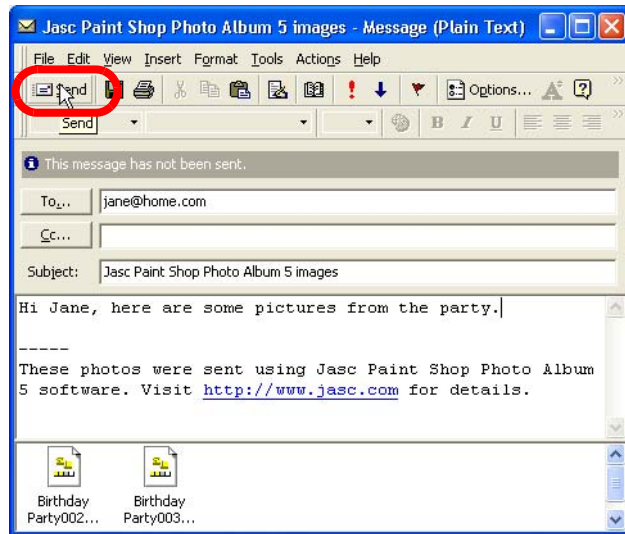
3. Click the **Share** tab and select the photos that you want to send via E-mail.
  - To select one photo, click the photo.
  - To select multiple photos, press and hold **Ctrl** and click the photos.
  - To select multiple photos in a sequence, press and hold **Shift**, click the first photo in the sequence, and then click the last photo in the sequence.



4. Click the **E-mail** button and select **Quick E-mail**. On the Organize and Enhance tabs choose **Share > Quick E-mail**. The selected photos are automatically resized and attached to an E-mail message.



5. Complete the **To**, **Subject**, and **Message** fields.
6. Click **Send** to deliver the message—that's all there is to it!



# Burning a QuickCD

Use Paint Shop Photo Album's QuickCD feature when you want a fast and easy way to burn selected photos to CD. This is useful when you want to share your photos on CD or take your photos to a store to order prints.

**NOTE:**

In order to use this feature, you must have a CD or DVD burner. This feature works with both CD and DVD media.

To make a QuickCD:

1. Open Paint Shop Photo Album.
2. Open the folder containing the photos you want to burn to CD.
3. Select photos. If no photos are selected, then all of the photos in the folder will be burned to CD.



- To select multiple photos in succession, click the first photo, press and hold **Shift**, and then click the last photo.
- To select multiple random photos, press **Ctrl** and click the photos.

4. Insert a blank disc into your burner.

5. Click the **Share** tab.

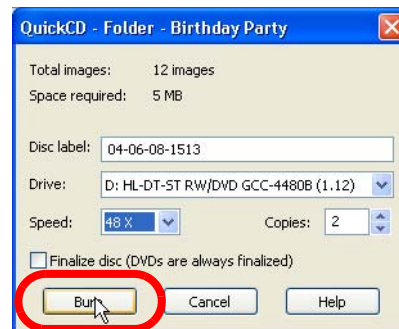


6. Click the **QuickCD** button on the toolbar to open the QuickCD dialog.

7. Enter a name for the QuickCD in the Disc Label field.

8. From the Drive drop-down list, select the CD/DVD-RW device used to burn CDs or DVDs.

9. From the Speed drop-down list, select the appropriate write speed for the media.



**Note:** If you put a blank CD into the drive before step 4, the disc will be tested and the recommended write speed will be determined. If you have problems burning at the recommended speed, change the burn speed to a lower setting.

- 10.** Select the number of copies of the QuickCD that you want to create in the Copies field.
- 11.** Mark the **Finalize disc** box, if you do not want to burn additional files on the CD at a later time.

**Note:** This option is only available for CD media. DVD media is always finalized, meaning no additional files can be burned on the DVD after the initial burn.

- 12.** Click the **Burn** button to begin the burn process. When it's done, you'll have a CD containing your photos.

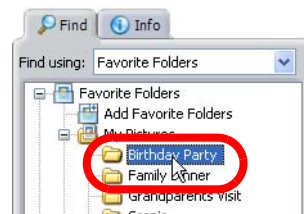
# Uploading Photos to a Photo Sharing Site

Use Paint Shop Photo Album to upload your photos to a photo sharing site. Photo sharing services allow you to upload and store your photos online, order high-quality photo prints and greeting cards, and share your photos online.

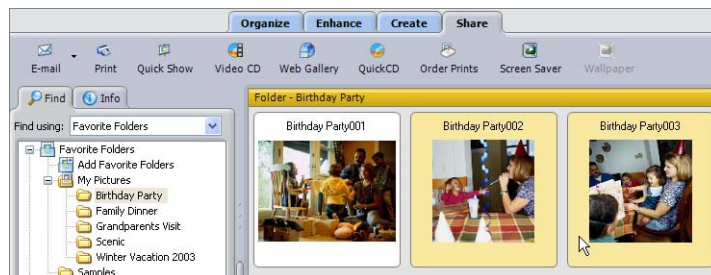
You can use Photo Album to upload selected photos or an entire folder to a photo sharing site.

To upload photos to a photo sharing service:

1. Open Paint Shop Photo Album.
2. Open the folder containing the photos you want to upload to a photo sharing site.
3. Click the **Share** tab.
4. Select the photos that you want to upload. If no photos are selected, all of the photos in the folder will be uploaded.




- To select one photo, click the photo.
- To select multiple photos, press and hold **Ctrl** and click the photos.
- To select multiple photos in a sequence, press and hold **Shift**, click the first photo in the sequence, and then click the last photo in the sequence.



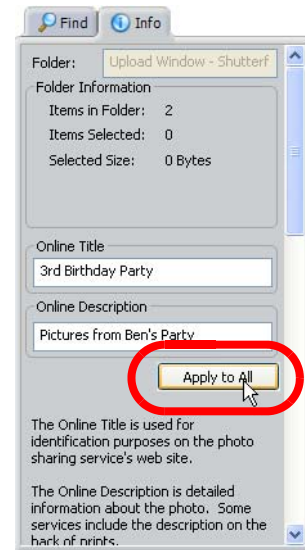
5. Click the **Order Prints** button in the toolbar, to open the Order Prints window.




6. To add online titles and descriptions to photos in the Order prints window, choose a photo, click **Add Info** , and then enter the information:

- **Online Title** Identifies a photo on the Web site after it has been uploaded.
- **Online Description** A message that you want printed on the back of any prints that you order. This information is transmitted to the photo sharing site when the photo is uploaded.

7. To associate the same title and/or description with a group of photos, or an entire folder, simply select the photos or folder, type in the Online Title and Description information, and then click **Apply to All** or **Apply to Selected** in the Info panel.



- 8.** Click the **Upload Photos**  button in the Order Prints window to display the Login window for the photo sharing site.
- 9.** Enter your login information and then click **Login**.
- 10.** The photos are uploaded to the photo sharing site where you can order prints, t-shirts, posters, and other products.

**NOTE:**

Not all photo sharing services support online titles and descriptions.

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