

PaintShop Pro

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Image Editing with PaintShop Pro

Image Sources

- Scanned images
- Clipart
- Digital cameras
- Internet – Lycos Image Gallery - <http://www.lycos.com/picturethis/>
Microsoft Clip Gallery - <http://cgl.microsoft.com/clipgallerylive/default.asp>
Xoom Homepage - <http://www.xoom.com>
- Original work

Image Sizes











The total file size of all images on a Webpage should be less than 100 k. If you're viewing Webpages on a 28.8 modem, the download time is approx. 180 k/min. Image size, color depth, and file type affect the file size. A list of recommended image sizes from *Creating PaintShop Pro Web Graphics* by Andy Shafran is shown below:








Image Type	Height & Width (pixels)
Small Icon	25 X 25
Medium-sized Icon	40 X 40
Large Icon	60 X 60
Horizontal Bar	10 X 500
Headline Graphic	150 X 600
Common WWW Ad	300 X 72
Logo or Photograph	300 X 400

PaintShop Pro Toolbars




















To view the toolbars, click on ToolBars under the View menu, then click in the checkboxes corresponding to the desired toolbars.

● Tool Bar

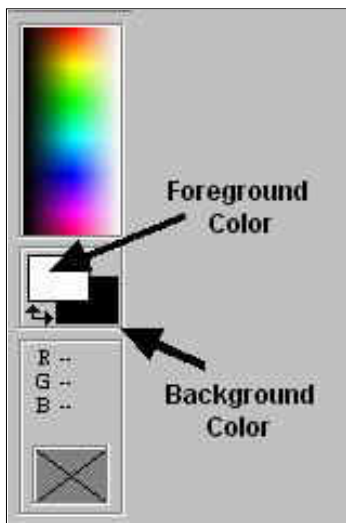
Name	Icon	Function
New		Create a new image
Open		Open an existing document
Save		Save the active document
Print		Print the active document
Undo		Undo the last action
Redo		Redo the previously undone action
Cut		Cut out the selection and put it into the Clipboard
Copy		Copy the selection from the current layer and put it into the Clipboard
Paste		Paste data in Clipboard as a new image
Full Screen Preview		View the current document full screen

Normal Viewing		View the image normally, with no zoom factor
Toggle Tool Palette		Show or hide the tool palette
Toggle Tool Options Window		Show or hide the tool options window
Toggle Color Palette		Show or hide the color palette
Toggle Histogram Window		Show or hide the histogram window
Toggle Layer Palette		Show or hide the layer palette
Help		Display help for clicked on buttons, menus and windows

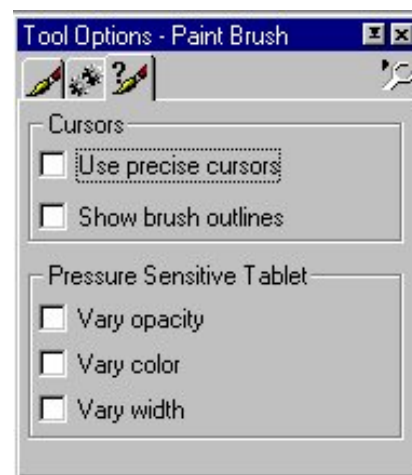
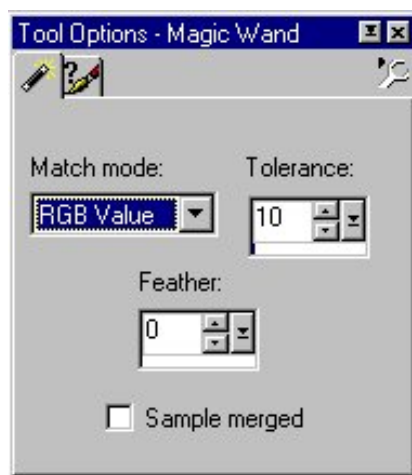
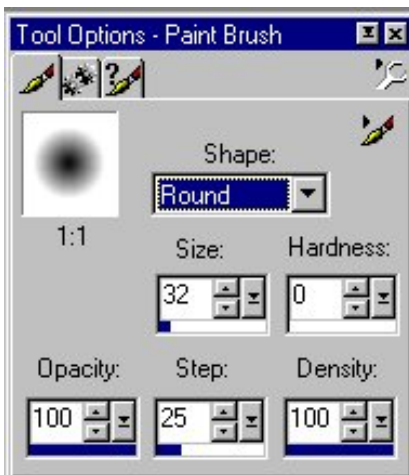
● Tool Palette

Tool	Icon	Function
Deformation		Use to rotate, resize, skew, or distort the current layer.
Crop		Select and crop an image. Click and drag to select an area to crop, then double-click.
Mover		Move a layer or selection. Left-click and drag to move the layer. Right-click and drag to move the selection.
Selection		Select a geometric area. Use the SHIFT key to add to the selection, or the CTRL key to remove from the selection.
Freehand		Define a freehand selection. Use the SHIFT key to add to a selection, or the CTRL key to remove from the selection.
Magic Wand		Create a fill selection. Hold down the SHIFT key to add to the selection, or the CTRL key to remove from the selection.
Dropper		Choose a color from an image or color palette. Left-click to select the foreground color, right-click for background color.
Paint Brush		Paint on an image using one of various paint brush styles.
Clone Brush		Copy part of an image within or between images.
Color Replacer		Replaces one color in the image with another. Double-click to replace the color throughout the entire image.
Retouch		Highlight various aspects of the image.
Eraser		Erase an area on the image.
Picture Tube		Paint with a series of image objects.
Airbrush		Draw on the image using an airbrush.
Flood Fill		Fill an area of the image with the fore/background color.
Text		Create or edit text.
Draw		Draw an object. Press the SHIFT key to constrain and/or the ALT key to continue the object.
Preset Shapes		Draw a preset shape.
Vector Object Selection		Select a point or area. <SHIFT> adds to the vector selection, <CTRL> removes from the vector selection.

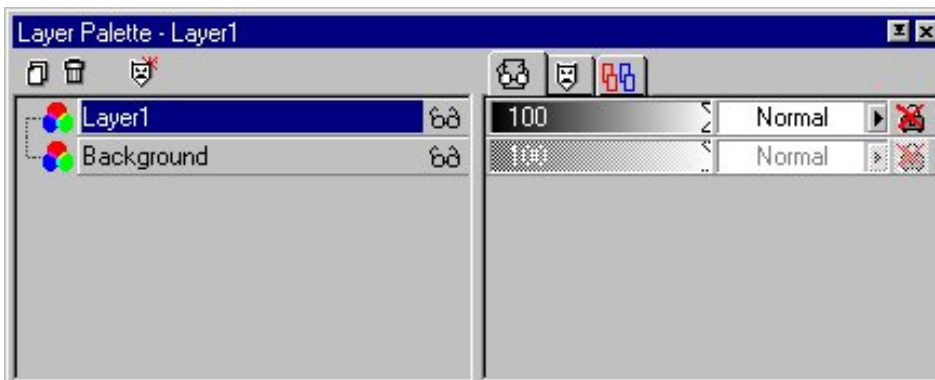
● Color Palette



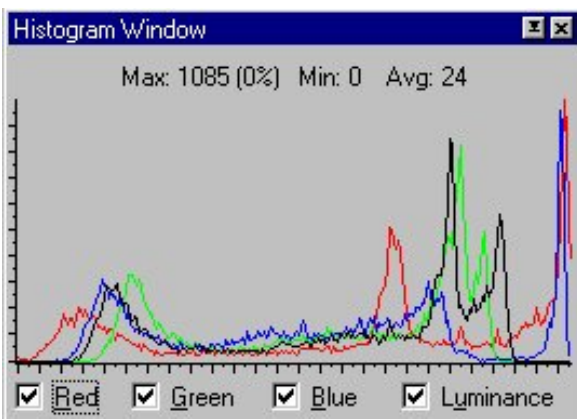
● Tool Options Window



● Layer Palette

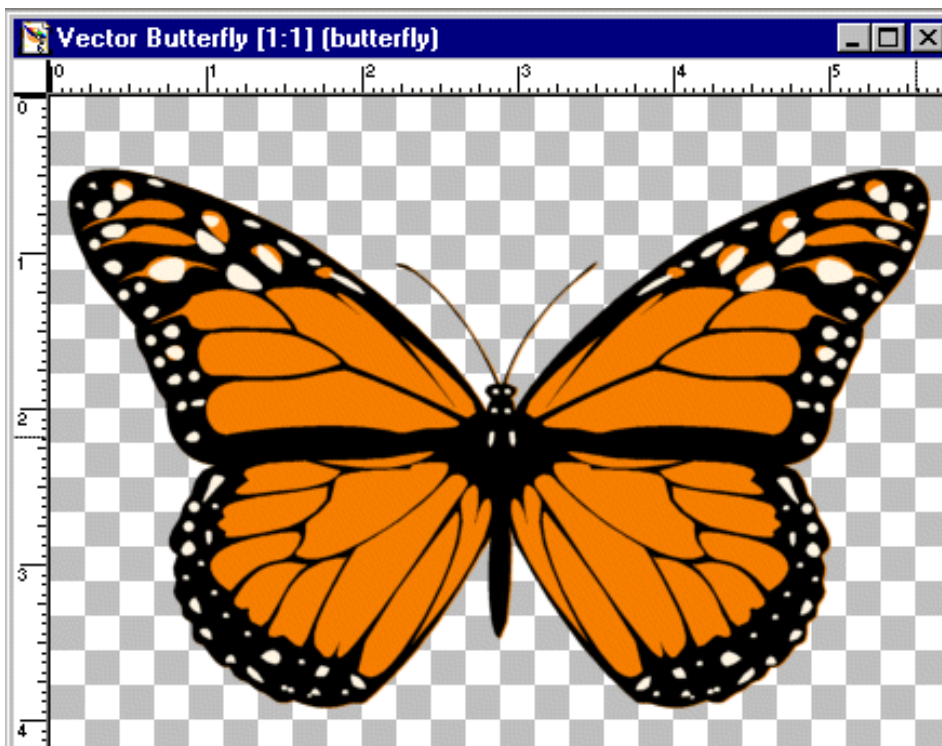
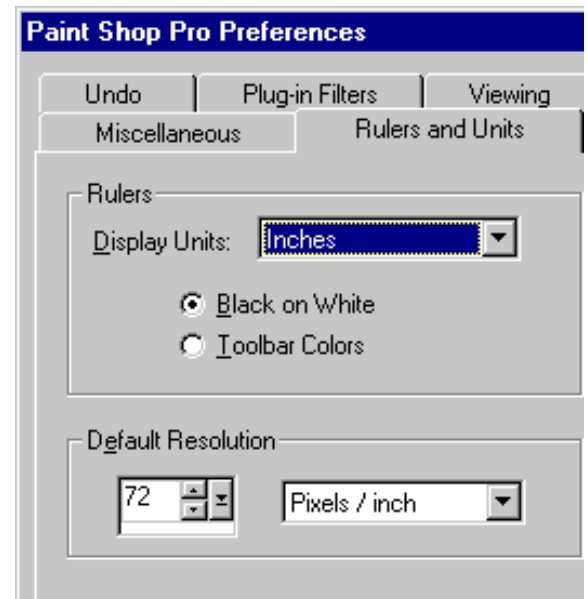


● Histogram Window



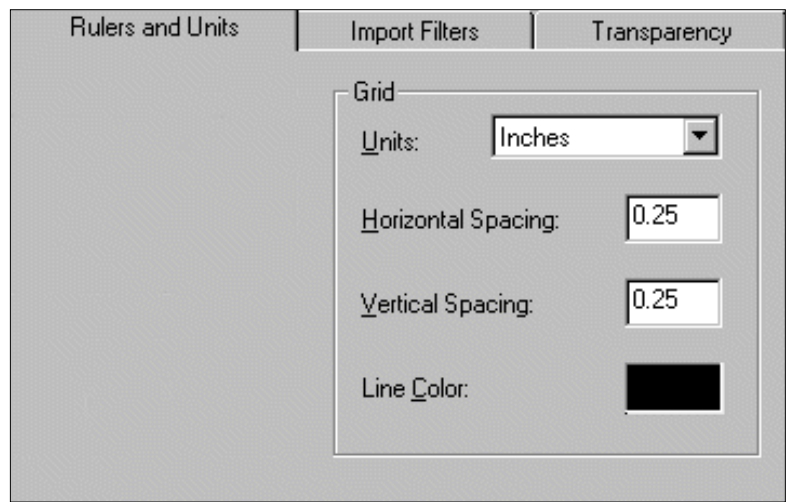
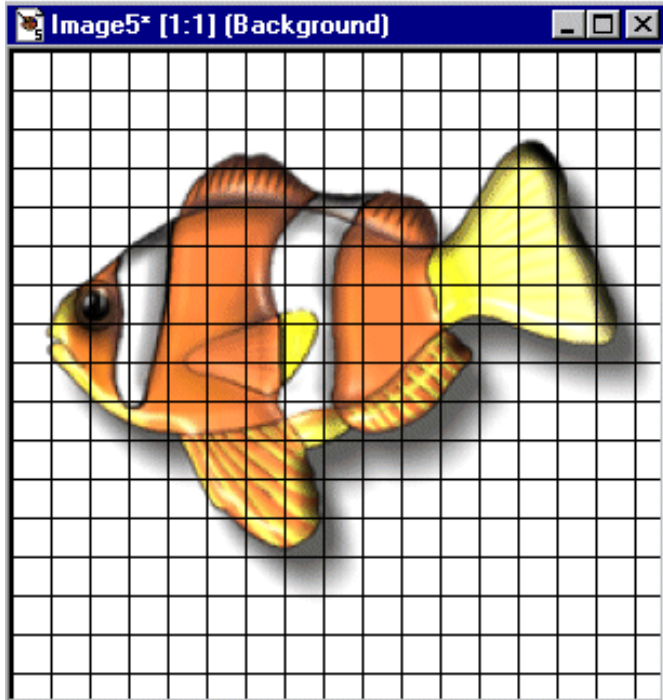
- **Rulers**

To view the rulers, click on **Rulers** under the View menu. To set preferences (units, colors, and resolution) for the rulers, click on **General Program Preferences** under Preferences on the File menu, then click on the **Rulers and Units** tab.



- **Grid**

To view the grid, click on **Grid** under the View menu. To set preferences (units, colors, and resolution) for the rulers, click on **General Program Preferences** under Preferences on the File menu, then click on the **Rulers and Units** tab.



File Types

- **psp** - PaintShop Pro proprietary file type; recommended for creating/editing images within PaintShop Pro; supports layers
- **gif** - Graphical Interchange Format; lossless compression; supports 256 colors, transparency, interlacing; not recommended for scanned or digital photographs; recommended for line art, logos, icons, and headings
- **jpeg** - Joint Photographic Experts Group; lossy compression; supports 16.7 colors and progressive encoding; recommended for photographs
- **png** - Portable Network Graphics; lossless compression; only viewable on newer versions of Internet Explorer and Netscape Navigator; supports 16.7 million colors, transparency, and interlacing

Editing Digital Photographs

1. **Open file** – click on Open under the File menu, locate the desired image, then click on Open
2. **Get image information** – click on Image Information under the View menu
3. **Set viewing size** – click on Normal Viewing (1:1) under the View menu
4. **To resize an image:**
 - Click on Resize under the Image menu
 - Select the desired image size in pixels, percentage of original size, or inches
 - Select the Resize Type from the dropdown menu (use bilinear when decreasing and bicubic when increasing the size of the image)
 - Verify that Resize All Layers and Maintain Aspect Ratio are selected
 - Click OK
5. **To crop an image:**
 - Click on the Crop Tool
 - Click and drag a rectangular region around the desired portion of the image
 - Double click on the image
6. **To adjust brightness/contrast:**
 - Click on Adjust Brightness/Contrast under the Colors menu
 - Move the brightness and contrast sliders left/right to the desired level
 - Click OK
 - Click on Stretch/Equalize under Histogram Functions on the Colors menu
 - Click OK
7. **To add image deformations:**
 - Click on Deformation Browser under Deformations on the Image menu
 - Scroll through the deformations by pressing the up/down keys on your keyboard
 - Select the desired deformation, then click on Apply
 - If prompted, select the desired level for the filter attributes
8. **To add a drop shadow:**

Note: Drop shadows can only be applied to single-layer images with 16.7 million colors.

- Change the background color to white
- Click on Add Borders under the Image menu
- Uncheck Symmetric
- Enter 10 pixels for the bottom and right borders, 0 pixels for the top and left borders
- Click OK
- Click on the Selection Tool (verify that the Selection Type on the Tool Options Window is Rectangle)
- Click and drag a rectangular region on the image which does not include the borders
- Click on Drop Shadow under Effects on the Image menu

- Select the desired shadow color, opacity, blur effect, and offset
- Click OK

Note: If your webpage background is not white, you must make white transparent. See the directions for making the background transparent under Editing Clipart.

9. **To apply a filter:**

- Click on Filter Browser under the Image menu.
- Scroll through the filters by pressing the up/down keys on your keyboard
- Select the desired filter, then click on Apply
- If prompted, select the desired level for the filter attributes

10. **To change a color in the image (e.g. red eyes)**

- Change the foreground color on the color palette to the desired replacement color (double click on foreground color and select a color or use the eyedropper to tool to select a color from the image)
- Click on the Magic Wand tool
- Set the Match Mode on the Tool Options Window to RGB Value, adjust the Tolerance (e.g. 20 will select the 20 closest shades of the color that you select), and set the Feather (e.g. 5 will include 5 pixels outside the selected region)
- Click in the colored region that you want to change
- Click on the Flood Fill tool
- Click in the region selected by the Magic Wand

11. **To add text to an image:**

- Change the foreground color on the color palette to the desired text color (double click on foreground color and select a color or use the eyedropper to tool to select a color from the image)
- Click on the Text tool
- Click on the image
- Select the desired font, size, script, color, and style
- Select the desired text type

Vector – creates text on a separate vector (object oriented) layer – text can be edited, resized, rotated, and moved

Selection – creates fixed text on the current layer using the current background color – use this method for filling text with an image

Floating – creates text on a raster (pixel-oriented) layer using the current foreground color – use this method for placing moveable text on an image

- Select antialias, if desired

Antialias – softens jagged edges in vector images

- Select text settings, if desired

Kerning – distance between letters

Leading – vertical space between text lines

- Click OK
- Position the text on the image

11. **To add copyright information:**

- Use the procedure for adding text to an image to add an 8 pt copyright statement (Copyright, Name of Source) in the bottom right corner of the image

11. **To feather an image:**

- Click on the Selection tool
- Open the Tool Options window
- Click on Ellipse in the Selection Type dropdown menu
- Set the feather size to 5
- Click in the antialias checkbox
- Click and drag an ellipse in the center of the photo
- Click on Invert under the Selection menu
- Click on Cut under the Edit menu
- Click on Select None under the Select menu

10. **Save the image**

- Click on Save As under the File menu
- Locate your media folder, located inside your CPTG1002 folder under My Documents on the C drive
- Name the image
- Select the desired file type from the dropdown menu
- Click OK

Editing Clipart

1. **Open file** – click on Open under the File menu, locate the desired image, then click on Open
2. **Get image information** – click on Image Information under the View menu
3. **Set viewing size** – click on Normal Viewing (1:1) under the View menu
4. **To resize an image:**
 - Click on Resize under the Image menu
 - Select the desired image size in pixels, percentage of original size, or inches
 - Select the Resize Type from the dropdown menu (use bilinear when decreasing and bicubic when increasing the size of the image)
 - Verify that Resize All Layers and Maintain Aspect ratio are selected
 - Click OK
5. **To crop an image:**
 - Click on the Crop tool
 - Click and drag a rectangular crop region around the desired portion of the image
 - Double click on the image
7. **To flip/rotate an image:**
 - To flip an image horizontally, click on Flip under the Image menu
 - To flip an image vertically, click on Mirror under the Image menu
 - To rotate an image, click on Rotate under the Image menu, then select the direction and amount of rotation
8. **To recolor a portion of the image:**
 - Click on the Eyedropper tool
 - Click on the color in the image which you would like to use to recolor a specific portion of the image (this replaces the foreground color with the color selected)
 - Click on the Flood Fill tool
 - Click on the portion of the image which you want to recolor
8. **To change a color throughout the image:**
 - Click on the Eyedropper tool
 - Click on the color in the image which you would like to change (this replaces the foreground color with the color selected)
 - Click on Edit Palette under the Colors menu
 - Double click on the selected color in the palette and select a replacement color
 - Click OK
10. **To make the background transparent:**
 - Click on the Eyedropper tool
 - Right click on the background of the image (this replaces the background color with the color selected)
 - Click on Set Palette Transparency under the Colors menu

- Select *Set the transparency value to the current background color*
- Click OK
- Click on View Palette Transparency under the Colors menu

11. To add text to an image:

- Change the foreground color on the color palette to the desired text color (double click on foreground color and select a color or use the eyedropper to tool to select a color from the image)
- Click on the Text tool
- Click on the image
- Select the desired font, size, script, color, and style
- Select the desired text type

Vector – creates text on a separate vector (object oriented) layer – text can be edited, resized, rotated, and moved

Selection – creates fixed text on the current layer using the current background color – use this method for filling text with an image

Floating – creates text on a raster (pixel-oriented) layer using the current foreground color – use this method for placing moveable text on an image

- Select antialias, if desired

Antialias – softens jagged edges in vector images

- Select text settings, if desired

Kerning – distance between letters

Leading – vertical space between text lines

- Click OK
- Position the text on the image

12. To add copyright information:

- Use the procedure for adding text to an image to add an 8 pt copyright statement (Copyright, Name of Source) in the bottom right corner of the image

13. Save the image as a gif file

Using Picture Tubes

1. Download picture tubes at <http://www.jasc.com>
2. Click on New under the File menu
3. Select the desired dimensions, resolution, background color, and image type
4. Click on the Picture Tube tool
5. Select the desired tube on the Tool Options window and adjust the scale slider to the desired size
6. Click on the Options button and select the desired cell arrangement and placement options
7. Click OK

8. Click on your image at the desired location to "squirt out" an image from the picture tube

Creating a Collage

1. Click on New under the File menu
2. Select the desired dimensions, resolution, background color, and image type

Recommended settings:

Width = 300 or 400 pixels

Height = 300 or 400 pixels

Resolution = 72 pixels/inch

Background Color = white

Image Type = 16.7 million colors (Note: You must select 256 colors for transparent backgrounds.)

3. Click OK
4. Open and prepare (resize, crop, etc.) the images for the collage
5. Copy/paste each image onto the collage
 - Click on an image which you want to place in the collage
 - Click on Copy under the Edit menu
 - Click on the collage
 - Click on Paste as New Layer under the Edit menu

or

Cut/paste each image with a feathered selection tool

- Click on the Selection tool
 - Select the desired shape on the Tool Options window
 - Set the feather size to 3-5 depending on the size of the image
 - Check antialias
 - Click and drag the selected shape on the image
 - Click on the Cut icon on the Standard tool bar
 - Click on the collage
 - Click on Paste as New Layer under the Edit menu
6. Position the images on the collage

Note: To select an image in the collage, open the Layers Palette toolbar, click on the desired layer, click on the selection tool, and drag the image to the desired location.

7. Layer images as desired.

Note: To move an image to the top or bottom, click on an image, then click on the desired placement under Arrange on the Layers menu.

8. Continue adding images to the collage as described above
9. Save the image as a psp file
10. Save the image as a jpg or a gif (if you want to make the background transparent, save the image as a psp file before you make the background transparent)

Creating Text Banners

1. Click on New under the File menu
2. Select the desired dimensions, resolution, background color, and image type

Recommended settings:

Width = 600 pixels

Height = 150 pixels

Resolution = 72 pixels/inch

Background Color = white (Note: Do not select transparent; it is not working correctly.)

Image Type = 16.7 million colors (Note: Although you want to save most banners as GIF images with 256 colors, you may want to create the image with millions of colors so that you can perform special effects, then reduce the color depth by saving the finished banner as a GIF.)

3. Click OK
4. Design the banner background

Solid color

- Click on the foreground color
- Choose a color
- Click OK
- Click on the Flood Fill tool
- Click on the background

Transparent

[see directions for making background transparent](#)

Note: You do not want to make the banner transparent until you have finished adding text and special effects.

Special Effects

- Click on Effects under the Image menu
- Select texture, tiles, weave, etc

Paper Texture or Gradient Fills

[see directions for making buttons](#)

5. Click on the Text tool
6. Click on the image
7. Select the desired font, size, script, color, and style
8. Select the desired text type (floating is recommended)
9. Do not select antialias

10. Select text settings, if desired
11. Click OK
12. Position the text on the background
13. To put a drop shadow on the text:
 - Click on Drop Shadow under Effects on the Image menu
 - Select the desired shadow color, opacity, blur, and position
 - Click OK
14. To fill the text with a texture or gradient, [see the directions for making buttons](#)
15. To fill the text with another image:
 - Click on the Flood Fill tool
 - Select Pattern from the Fill Style dropdown menu
 - Click on the Flood Fill Options (middle) tab
 - Select the desired image from the New Pattern Source dropdown menu (Note: The image that you want to use to fill the text must be open in PaintShop Pro before you can select it as the pattern source.)
 - Click inside each letter to fill the letters with the selected image
16. Click on Select None under the Selection menu
17. Save the text banner as a GIF file

Making Buttons

1. Click on New under the File menu
2. Select the desired dimensions, resolution, background color, and image type

Recommended settings:

Width = 100 pixels

Height = 150 pixels

Resolution = 72 pixels/inch

Background Color = select desired color

Image Type = 16.7 million colors

3. Click OK
4. Click on the Flood Fill tool
5. Click on the Tool Options Window
 - Select the desired foreground color
 - Select Solid Color from the Fill Style dropdown menu
 - Select the desired Paper Texture
 - Click in the image to fill it with the selected texture

or

 - Select Rectangular Gradient from the Fill Style dropdown menu
 - Click on the Flood Fill Options (middle) tab
 - Select the desired gradient
 - Click in the image to fill it with the selected gradient
6. Add text to background
7. Click on Select None under the Selection menu
8. Click on Buttonize under Effects on the Image menu
9. Select the desired height, width, and opacity for the button edges
10. Click OK
11. Save the button as a GIF file