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Overview of Hijaak PRO features.



### [Learning Hijaak PRO](#)

A series of tutorials to help you get started using Hijaak PRO.



### [Using Hijaak PRO](#)

Step-by-step instructions for using Hijaak PRO.



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## **Introduction to Hijaak PRO**

You can use Hijaak PRO to do the following:

- View, edit and process an image
- Convert a file from one format to another
- Capture a screen

Each of these is described briefly below.

### **VIEWING AN IMAGE**

You can use Hijaak PRO to view an image if it is stored in any of the input formats supported by Hijaak PRO. Viewing an image before you convert it lets you see if the source image is as you want it. To learn more about viewing an image, click on the following:

[How to View an Image](#)

### **EDITING AN IMAGE**

Once you are viewing an image, Hijaak PRO allows you to edit the image by doing the following:

- Cutting and pasting it to and from the Windows Clipboard
- Cropping
- Changing size
- Changing fonts (if a vector file with text or a DOS text screen capture)
- Rotating

To learn more about editing a file, click on the following:

[How to Edit the View](#)

### **WORKING WITH COLORS IN AN IMAGE**

You can use Hijaak PRO to manipulate colors in your image with the following color options:

- Smoothing
- Number of Colors
- Color Reduction Method
- Grayscale
- Palette Optimization
- Invert Colors
- Reveal Background Color Objects
- Reverse Black and White
- Halftone Screen Frequency
- Histogram Equalization
- Contrast
- Brightness
- Gamma Correction

To learn more about working with colors in an image, click on the following:

[How to Work with Colors in an Image](#)

### **CONVERTING A FILE FROM ONE FORMAT TO ANOTHER**

Hijaak PRO allows you to convert to and from any of more than 75 formats. Hijaak PRO can choose a file format for you if you are using one of many popular software applications. To learn more about converting a file, click on one of the following options:

[How to Convert a File](#)

[How to Trace a Raster Image](#)

## **CAPTURING A SCREEN**

Hijaak PRO allows you to capture either Windows or DOS screens and save them in any of Hijaak PRO's supported raster file formats. Also, DOS text mode screens can be saved in vector formats.

To learn how to capture a Windows screen, click on the following:

[How to Capture a Windows Screen](#)

To learn how to capture a DOS screen, click on the following:

[How to Capture a DOS Screen](#)

## **Using Hijaak PRO**

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## **Technical Support**

If you are experiencing problems or getting unexpected results using Hijaak PRO, the Troubleshooting, Tips and Tricks help might help you find a solution. To get help, click on the following:

[Troubleshooting Hijaak Graphics Suite](#)

If you encounter problems you are unable to solve through the use of online Help or the Troubleshooting Help file, check the card at the front of your Getting Started With Hijaak Graphics Suite manual for information on obtaining technical support.

## Configure Convert

### How to Find This Option

Select **Configure Convert** from the **Setup** menu.

### Description and Use of This Option

The **Configure Convert** option allows you to change Hijaak PRO variables that affect memory and speed during a file conversion.

#### **BUFFER SIZE**

During a conversion, Hijaak PRO uses a buffer whose size depends on the kind of conversion being performed. The default **Buffer Size** is 16000; this is the maximum. If you get an Insufficient Memory error, type 10000 in the buffer field and click on **OK** or press Enter. Exit Hijaak PRO, then restart it. If you still get the error message, type 8000. The smaller the number, the larger the conversion that Hijaak PRO can handle, but the slower the conversion proceeds. If you are not having problems, leave this field at 16000.

#### **TEMP DIRECTORY**

During a conversion, Hijaak PRO uses the temporary directory defined by Windows as an environment variable. This directory can only grow as large as the amount of disk space free on the drive that contains your temporary environment variable. If you do not want to use the Windows temporary directory, you can specify another directory in the **Configure Convert** dialog box. Type the full path to a new temporary directory into the **Temp Directory** field (Alt+d). If, for example, you type in the path to a RAM disk you have created, conversions might be quicker.

## Configure Fax

### How to Find This Option

Select **Configure Fax** from the **Setup** menu.

### Description and Use of This Option

The **Configure Fax** option allows you to select what kind of fax board you have, so that when you convert to a fax format, the converted image will be compatible with your particular fax card.

### Configure Hijaak PRO for Your Fax Card as Follows:

1. From the Main Screen, pull down the **Setup** menu and click on **Configure Fax** (Alt+s, f). You will see the **Configure Fax** dialog box.
2. Scroll to the name of the fax card installed in your computer and click on it.
3. Click on **OK**.

**Note:** Most fax cards support faxable PCX, TIF (Class F), or both. If your fax device is not on the list, select **Faxable PCX** or **Faxable TIF** from the **Configure Fax** list.

For a list of supported fax formats, click on the following:

[Supported Fax Formats](#)

## How to Capture a Windows Screen

**Note:** The following describes how to capture a Windows screen. If you want to learn how to capture a DOS screen, click on the following:

[How to Capture a DOS Screen](#)

1. Open Hijaak PRO, then minimize it.
2. Move to the Windows screen you want to capture.
3. Press the hotkey combination. If you have not changed the default, press **Ctrl+Shift+C**. The **Windows Capture Options** dialog box pops up allowing you to make any changes to your options before taking the picture. If you do not want to change options, skip to step 9.

**Note:** If the box does not pop up, you may have **Prompt for Capture Options** deselected. To select it, maximize Hijaak PRO. Pull down the **Capture** menu and click on **Windows Capture** (Alt+c, c). Check if the **Prompt for Capture Options** area has an **X** next to it. If it does not, click on it to select it (Alt+u). Click on **OK** or press Enter. Begin this procedure again from step 1.

4. In the **Capture Method** field (Alt+m), click on the Windows element you want to capture:
  - SCREEN** -- the entire screen
  - WINDOW/OBJECT** -- a specific window, icon, or menu on the screen
  - AREA** -- an area of the screen

If you do not have mouse, you must select Screen.

5. In the **Capture To** area, click on the destination for your captured object:
  - HIJAAK WINDOW** -- places the captured image in the Hijaak PRO Main window (Alt+w)
  - PRINTER** -- sends the captured image to the default printer (Alt+p)
  - CLIPBOARD** -- places the captured image in the Windows Clipboard (Alt+c)
  - FILE** -- saves the captured image to a file name and path that you select (Alt+f)
  - COLLECTION** -- places a thumbnail of the captured image in the Hijaak Browser Collection that you select; **Collection** is only available if you select **File** (Alt+l)
6. If you selected **Capture To File** in step 5, click on the **Name** field (Alt+n) beside the **File** check box and type the full path and file name where you want to save the captured image. If you do not include a file extension with the file name, Hijaak PRO automatically appends .BMP to the file name and uses the Windows Bitmap file type.

If you are not sure of the path or file type you want to use, click on the **Browse** (Alt+b) button beside the **File** check box. Select the path and file type you want to use. Click on **OK** to return to the **Windows Capture Options** dialog box.

If you do not change the file name when taking several captures, Hijaak PRO will automatically increment a numeral in the file name you specified in the first capture. For example, if you selected C:\SCREENS\EXAMPLE1.BMP as the first file, Hijaak PRO will make the next capture C:\SCREENS\EXAMPLE2.BMP.
7. If you selected **Capture To Collection** in step 5, click on the **Name** field (Alt+e) beside the **Collection** check box and type the name of the Collection into which you want to place a thumbnail of the captured image.

If you are not sure of the name of the Collection you want to use, click on the **Browse** (Alt+r) button beside the **Collection** check box. You will see the **Save to Collection** dialog box. For more information on how to use this dialog box, click on the following:  
[Save to Collection](#)
8. Hijaak PRO also gives you the following Capture Options. Select the check box beside those options you want to use.

**SHOW CURSOR:** If you want the cursor to appear in the Windows capture, select

this check box (Alt+s)

**HIDE HIJAAK PRO:** If you do not want the Hijaak PRO icon or window to appear in the Windows capture, select this check box (Alt+i). By default, this option is selected.

**PROMPT FOR CAPTURE OPTIONS:** If you want to change options in the Windows Capture Options dialog box every time you press the hotkeys, make sure this check box is selected. If you are taking several pictures in a row and do not want to change your option settings, deselect **Prompt for Capture Options** (Alt+u). Remember to reselect it when you are done. Reselecting is described in the note in step 3.

**BORDER:** If you want to place a thin black border around the captured object, select this check box (Alt+d).

**SCALE TO WINDOW:** If you are capturing to the Hijaak PRO window, and you want the captured image to fit in the window, select this check box (Alt+a). Note that this option only affects the display; it does not resize the actual image.

9. Click on **OK**. The dialog box closes. Hijaak PRO will use the options that you have set each time you capture a screen until you return to this dialog box and change them.
10. How you capture depends on whether you selected **Screen, Window/Object** or **Area** in step 4.

**CAPTURING A SCREEN:** When you click on **OK**, you will hear a beep. This indicates that Hijaak PRO has captured the screen.

**CAPTURING A WINDOW/OBJECT:** After you click on **OK**, move the mouse cursor around the screen. Notice that as the mouse passes over an object, the object becomes highlighted. When the window or object you want to capture is highlighted, click the mouse button once. You will hear a beep signaling that Hijaak PRO has captured the window or object.

**CAPTURING AN AREA:** After you click on **OK**, the cursor changes to a scissors icon. Click and drag the mouse to define the rectangular area you want to capture. Release the mouse button. You will hear a beep. This indicates that Hijaak PRO has captured the area.

11. If you selected **File** as the **Capture To** option, the captured image will be in the directory you selected. If you selected **Window**, maximize Hijaak PRO to view your captured image. If you selected **Clipboard**, the captured image is now in the Windows Clipboard. If you selected **Printer**, the current image will print to the active Windows printer. If you selected **Collection**, a thumbnail of the captured image will be in the Hijaak Browser Collection that you selected.

## OTHER CAPTURE METHODS:

1. **ICON METHOD:** Arrange the screen you want to capture so that the Hijaak PRO icon is showing somewhere on the screen. Click once on the Hijaak PRO icon. Click on **Capture**, then select **area**, **screen**, or **window/object** (a, arrow, Enter). You will see the **Windows Capture Options** dialog box. Select options and take the picture as described in steps 4 through 11 above.

**PRO:** You can use this method anytime the Hijaak PRO icon is on the screen.

**CON:** The application you are capturing cannot be maximized.

2. **PULL-DOWN MENU METHOD:** Open the application you want to capture. Open Hijaak PRO without closing your application. Resize the Hijaak PRO screen so that it is taking up only part of the screen. In Hijaak PRO, pull down the Capture (Alt+c) menu and click on the type of object you want to capture: **Screen** (s), **Window/Object** (w), or **Area** (a). Hijaak PRO becomes minimized. You will see an instruction screen; click on **OK**. Press the hotkeys. You will see the **Windows Capture Options** dialog box. Select options and perform the capture as described in steps 5-11 above.

**PRO:** You can see the image being captured to the Hijaak PRO screen. You can immediately



select **Save As** from the **File** menu to perform a conversion or do image processing on the captured image.

**CON:** Since your application is not active, you cannot take pictures of your application's pull down menus.

## Save to Collection

### How to Find This Dialog Box

- A. In the **Windows Capture Options** dialog box, click on the **Browse** button beside the **Capture to Collection** check box.
- B. In the **Save As** or **Convert To** dialog boxes, click on the **Browse** button beside the **Save to Collection** check box.

### Description and Use of This Dialog Box

This dialog box allows you to place a thumbnail of the captured or converted image into a Hijaak Browser Collection.

### Place a Thumbnail into a Collection as Follows:

1. In the Hijaak PRO **Windows Capture Options** dialog box, or the **Save As** or **Convert To** dialog boxes, click on the **Browse** button in the Collection area (Alt+r). You will see the **Save to Collection** dialog box.
2. In the **Tree** area, click on the branch representing the Collection in which you want to place the thumbnail. The Collection you selected appears in the **Name** field.
3. If you want to create a new Collection, click on the branch under which you want to create the Collection. To create a top-level Collection, click on the Collections branch. Click in the **Name** field and type the name you want to give the Collection.
4. Click on **OK**. The Collection you selected appears **Name** field in the **Collection** area of the dialog box. When you perform the capture or convert, a thumbnail of the captured image will be placed in the Collection you selected.

## How to Convert a File

Hijaak PRO allows you to convert a file using three methods: the "**Open then Save As**" method, the "**Convert**" method, and the **Command Line** method. Each is described below.

**OPEN THEN SAVE AS METHOD:** Use this method if you want to view your image before you convert it. To convert, pull down the **File** menu, select **Open**, select a source file and click on **OK**. You will see the source file on the screen. Pull down the **File** menu again, and select **Save As**. Complete the **Save As** dialog box and click on **OK**.

For step-by-step instructions on using this method, click on the following:

[Open then Save As](#)

**CONVERT METHOD:** Use this method if you need to convert quickly and do not need to first view the file. To convert, pull down the **File** menu, select **Convert**, select a source file and click on **OK**. You will see the **Convert To** dialog box. Select a destination file and click on **OK**.

For step-by-step instructions on using this method, click on the following:

[Convert](#)

**COMMAND LINE METHOD:** Use this method if you want to perform a conversion without opening Hijaak PRO, or if you want to perform batch conversions. To convert, pull down the **File** menu, select **Command**, fill in the **Command** dialog box as described in the procedure under Convert "Command Line" Method and click on **OK**.

For step-by-step instructions on using this method, click on the following:

[Convert "Command Line" Method](#)

For Information on converting a raster file to a vector file, click on the following:

[How to Trace Raster Images](#)

## "Open then Save As" Conversion Method

This method is one of three ways to convert a file using Hijaak PRO. To learn more about the other methods of converting a file, click on the following:

[How to Convert a File](#)

### TO OPEN:

1. Pull down the **File** menu; click on **Open** (Alt+f, o). You will see the **Open** dialog box.
2. In the **Drives** area of the dialog box, click once to pull down the drives list then click on the drive that contains the file you want to convert (Alt+v, arrow).
3. In the **Directories** area of the dialog box, double-click on the subdirectory that contains the file you want to convert (Alt+d, arrow). If the subdirectory that contains your file is not visible, select by clicking on (or highlighting and pressing Enter) the first subdirectory in your file's path. Notice the beginning of your file's path appears under **Directories**. Continue until you reach your file's subdirectory.
4. In the **List Files of Type** area of the screen, pull down and select the file type (Alt+t, arrow).  
The **Options** button becomes bold and available. Source options allow you to make minor changes to the file *before* converting the image.
5. [OPTIONAL] If you want to set options, click on the **Options** button (Alt+o). If you want to learn more about the source options available, click on the following:  
[Source File Options](#)
6. If you set options, click on **OK** or press Enter to return to the **Open** dialog box. Press Esc if you made no changes. In the **File Name** area of the screen, click on the file you want to open (Alt+n, Tab, arrow). Click on **OK** or press Enter. The source image appears on the screen.

**Hint:** Look at the image. If it looks wrong, your source file may be corrupt.

### TO SAVE AS:

1. You have opened and are viewing a file. Pull down the **File** menu and click on **Save As** (Alt+a). You will see the **Save As** dialog box.
2. Click on the **Drive** and **Directory** where you want Hijaak PRO to store your converted file. This is described in steps 2 and 3 of the "To Open" procedure above.
3. [OPTIONAL] You can have Hijaak PRO pick a destination file type that works well with the software application you are using (i.e. PageMaker, Ventura Publisher, etc.). To allow Hijaak PRO to pick for you, click on the **Target App** button (Alt+a). You will see the **Target Application** dialog box. Click on the application you will be using and click on **OK** (arrow, Enter).
4. If you do not do step 3, you will have to pick your own destination file type. Click on **List Files of Type** and click on the file type to which you want to convert (Alt+t, arrow).
5. [OPTIONAL] If you want to set destination processing options, click on the **Options** button (Alt+o). If you want to learn more about the destination processing options available, click on the following:  
[Destination Processing Options](#)
6. [OPTIONAL] If you want to save a thumbnail of the converted image into a Hijaak Browser Collection, click on the **Save to Collection** check box (Alt+c). Then, click in the **Name** area and type the name of the Collection in which you want to save the thumbnail (Alt+n). If you don't know the name of the Collection, click on the **Browse** button (Alt+r). You will see the **Save to Collection** dialog box. For more information on how to use this dialog box, click on the following:  
[Save to Collection](#)
7. [OPTIONAL] If you want to preview what the converted file will look like after a conversion, make sure you have specified everything else in the dialog box, then click on

**Preview** (Alt+p). After a few moments you will see the converted image on the screen. When you have finished previewing, click on **Done!** (Alt+d). If you want to save the results, click on **OK** or press Enter. If you want to change the results, redo this procedure but change the options.

8. If you do not do step 7, click on **OK** or press Enter to start the conversion process.

## "Convert" Conversion Method

This method is one of three ways to convert a file using Hijaak PRO. To learn more about the other methods of converting a file using Hijaak PRO, click on the following:

[How to Convert a File](#)

- 1A. In Hijaak PRO, pull down the **File** menu and click on **Convert** (Alt+f, v). You will see the **Convert From** dialog box.

**Note:** If you had an image open when you selected **Convert**, you will see the **Convert** dialog box instead of the **Convert From** dialog box. If you want to convert a file other than the one you are viewing, click on the **Convert File to File** radio button (Alt+f). If you want to convert the image you are viewing, click on the **Convert Current Image to File (Save As)** radio button (Alt+i) and follow steps 2-7 of the Save As procedure. Click on the following for instructions:

["Open then Save As" Conversion Method](#)

2. In the **Drives** area of the dialog box, click once to pull down the drives list then click on the drive that contains the file you want to convert (Alt+v, arrow).
3. In the **Directories** area of the dialog box, click on the subdirectory that contains the file you want to convert (Alt+d, arrow). If the subdirectory that contains your file is not visible, select by clicking on (or highlighting and pressing Enter) the first subdirectory in your file's path. Notice the beginning of your file's path appears under **Directories**. Continue until you reach your file's subdirectory.
4. In the **List Files of Type** area of the screen, pull down and select the file type (Alt+t, arrow). The **Options** button will be bold and available. Source options allow you to make minor changes to the file *before* viewing the image.
5. [OPTIONAL] To set Source Options, click on the **Options** button (Alt+o). If you want to learn more about the source options available, click on the following.  
[Source File Options](#)
6. If you set options, click on **OK** or press Enter to return to the **Convert From** dialog box. Press Esc if you made no changes. In the **File Name** area of the screen, click on the file you want to convert (Alt+n, Tab, arrow). Click on **OK** or press Enter. You will see the **Convert To** dialog box.
7. Select the **Drive** and **Directory** where you want Hijaak PRO to store your converted file.
8. [OPTIONAL] If you like, you can have Hijaak PRO pick a destination file type that works well with the software application you are using (i.e. PageMaker, Ventura Publisher, etc.). To allow Hijaak PRO to pick a file type for you, click on the **Target App** button; you will see the **Target Application** dialog box. Click on the application you will be using, and click on **OK** (arrow, Enter).
9. If you do not do step 8, you will have to pick your own destination file type. Select **List Files of Type** and then select the file type to which you want to convert (Alt+t, arrow).
10. [OPTIONAL] If you want to set destination processing options, click on the **Options** button (Alt+o). If you want to learn more about the destination options available, click on the following:  
[Destination Processing Options](#)
11. [OPTIONAL] If you want to save a thumbnail of the converted image into a Hijaak Browser Collection, click on the **Save to Collection** check box (Alt+c). Then, click in the **Name** area and type the name of the Collection in which you want to save the thumbnail (Alt+n). If you don't know the name of the Collection, click on the **Browse** button (Alt+r). You will see the **Save to Collection** dialog box. For more information on how to use this dialog box, click on the following:  
[Save to Collection](#)
12. [OPTIONAL] If you want to preview what the converted file will look like after a

conversion, make sure you have specified everything else in the dialog box, then click on **Preview** (Alt+p). After a few moments, Hijaak PRO will show the converted image on the screen. When you have finished previewing, click on **Done!** (Alt+d). If you want to save the results, click on **OK**. If you want to change the results, redo this procedure but change the options.

13. If you do not do step 12, click on **OK** to start the conversion process.

## Convert

### How to Find This Dialog Box

When you are viewing an image, pull down the **File** menu and click on **Convert** and you will see this dialog box.

### Description and Use of this Dialog Box

This dialog box allows you to select whether to convert the file you are viewing (the active image) or another graphics file to another format.

To convert the file you are viewing, click on the **Convert Current Image to File (Save As)** radio button (Alt+i) and click on **OK**. Follow steps 2-7 of the Save As method. For step-by-step instructions on using this method, click on the following:

[Open then Save As](#)

To convert a file other than the one you are viewing, click on the **Convert File to File** radio button (Alt+f) and follow the Convert method and click on **OK**. For step-by-step instructions on using this method, click on the following:

[Convert](#)



## Convert Command Line Method

This method is one of three ways to convert a file using Hijaak PRO. To learn more about the other methods of converting a file, click on the following:

[How to Convert a File](#)

Use the Command Line Method if you want to do batch conversions.

1. Click on either the **Run** command in the Windows Program Manager **File** menu (Alt+f, r) or the **Command** selection on the Hijaak PRO **File** menu (Alt+f, m).
2. Type **HJPRO [source filename] [destination filename]**. All wildcards that you can use in DOS, you can use in command line mode. This command converts the file using the current set file settings. The complete syntax for the command line is as follows:

**HJPRO [path/source.ext] [path/destination.ext]**

If you want to use specific settings when you convert the file, you must attach a set file. The complete syntax for the command line is as follows:

**HJPRO (path/source.ext) (path/destination.ext) (-setfile.set)**

For information on set files, click on the following:

[Set Files](#)

For example, if the names of the PCX files you want to convert all begin with IMAGE and are on the D:\ drive, and you want to convert them to BMP files on the C:\ drive in the LOOK subdirectory, and you want to load the Ventura Publisher set file, you would type the following:

**HJPRO d:\image\*.pcx c:\look\\*.bmp -ventura.set**

If you are converting using the **Command** selection in the Hijaak **File** menu, you do not need to type the initial "HJPRO".

**Note:** Some Windows applications allow you to type a command line without exiting the application. If you are interested in doing this, check your software application's manual.

For information on Printing in Batch, click on the following:

[Printing in Batch](#)

## Set Files

A set file is a file that controls specialized Hijaak settings. The "**Load Settings**" and "**Save Settings**" commands in the **Setup** menu refer to loading and saving set files.

Every time you convert a file or capture a screen and you select Memorize Settings, the options you have set are saved in Hijaak PRO's default set file. Those options become the default options settings for the next time you start Hijaak PRO and perform the same type of conversion. If you do not set new options, Hijaak PRO will use the same options settings as the last time. This "sticky" feature of Hijaak PRO allows you to perform complex operations repeatedly without having to specify options each time.

**Important:** If you do not select the Memorize Settings check box, no options settings will be written to your set file. For more information on memorizing settings, click on the following:

[Memorizing Your Settings](#)

Memorizing settings can get you into trouble if you are not careful. For example, suppose you have many PCX files that you routinely convert to TIF to import into Ventura Publisher. You might want to always replace a magenta with a particular blue, and you might want to specify the Ventura Publisher application flavor of TIF. This would work fine until you decided to perform the same operation (convert from PCX to TIF) to create files to import into PageMaker with no color changes necessary.

To deal with this problem, you would set all the options for your Ventura Publisher conversion, convert PCX to TIF, then save the settings as VENTURA.SET. This is described in **How to Save Settings**, below. You would then do the same for your PageMaker conversion, but save the settings as PAGEMAK.SET. Then, before doing a PageMaker conversion, you would go into Load Settings and select PAGEMAK.SET. Loading settings is described in **How to Load Settings**, below.

If you have made many option changes, you may want to restore the defaults that were shipped with Hijaak PRO. This is described in **How to Reload the Original Settings**, below.

### How To Save Settings

1. Complete the operation with the settings you would like to save as the default. For example, set all the options and then either convert the file or capture the screen.
2. From the **Main** menu, pull down the **Setup** menu and click on **Save Settings** (Alt+s, s). You will see the **Save Settings** dialog box.
3. Hijaak PRO will look for the set file in the directory where the Windows WIN.INI file is. Unless you are on a network and are sharing set files, you will probably want to leave the **Directories**, **Drives** and **List Files of Type** areas of the window unchanged.
4. Click on the **File Name** area of the window (Alt+n). Type the name under which you want to save your set file.
5. Click on **OK** or press Enter to save the set file.

### How To Load Settings

1. When you need the saved settings, pull down the **Setup** menu and click on **Load Settings** (Alt+s, l). You will see the **Load Settings** dialog box.
2. Select the **Drive** and **Directory** where you saved the set file.
3. In the **File Name** area of the screen, click on the name of the set file you want to load (Alt+n, Tab, arrow to file name).

4. Click on **OK** or press Enter to load the set file.

#### **How To Reload The Original Settings**

1. Before performing the operation to which you want to apply the original default settings, pull down the **Setup** menu and click on **Load Settings** (Alt+s, l). You will see the **Load Settings** dialog box.
2. Click on the **Defaults** button (Alt+f). The original settings are now loaded.

## Printing in Batch

### Description and Use of This Procedure

The following procedure explains how to print files from the command line.

### Print files from the command line as follows:

1. Select either the **R**un command in the Windows File Manager **F**ile menu (Alt+f, r) or the **C**ommand selection in the Hijaak PRO **F**ile menu (Alt+f, m).

**IMPORTANT!:** When using the Hijaak PRO Command Line, do not use HJPRO as part of the command.

2. Type **PATH\HJPRO source file name PRN**. All wildcards that you can use in DOS can be used to print from the command line. The complete syntax for command line printing is as follows:

**PATH\HJPRO PATH/SOURCE.EXT PRN**

For example, if you want to print all the BMP files in the root directory of the C:\ drive, type the following:

**C:\INSET\HJPRO C:\\*.BMP PRN**

3. Click on **OK**.

**Note:** To close Hijaak PRO after using the command line from Program Manager type **C:\INSET\HJPRO FILENAME PRN /UNLOAD**.

## How to Capture a DOS Screen

**Note:** The following describes how to capture a DOS screen. If you want to learn how to capture a Windows screen, click on the following:

[How to Capture a Windows Screen](#)

**Important:** If you have never captured a DOS screen with Hijaak PRO, you will need to set up DOS capture *before* continuing. For more information on setting up DOS capture, click on the following:

[How to Setup DOSCAP](#)

Hijaak PRO has two methods for capturing a DOS Screen. Method 1 uses the Hijaak PRO DOSCAP camera icon to "shell out" to DOS. Method 2 lets you exit Windows completely. Unless you are short on memory, use Method 1 since it is quicker.

### Method 1: DOSCAP Icon

1. From the Windows Program Manager, double click on the DOSCAP camera icon. You will see the **DOS Capture** dialog box. You may want to change other options that you set in the setup procedure if your configuration has changed. Click on any that apply, then continue with step 2.

[If you do not have much disk space, click here.](#)

[If you have EMS memory and want to use it, click here.](#)

[If you are capturing output headed for your printer, click here.](#)

[If you do not want to use Alt+Ctrl to capture, click here.](#)

[If you are capturing text screens other than US standard or code page 850, click here.](#)

2. In the **Capture From** area of the screen, click on the **Screen** check box to select it (Alt+s), if it is not already selected.
3. Click on **OK** or press Enter. You will see an Instruction screen. Press Enter. You will see a DOS Prompt. If you are capturing printer output, click on the following:  
[How to Capture Printer Output](#)  
If you are capturing a screen, continue with step 4.
4. Start the DOS application that contains the screen you want to capture and bring up that screen.
5. Press the hotkeys (the default combination is Alt+Ctrl).
6. If you specified **Screen as well as Printer** in the **Capture From** area, you will see a menu prompting you to choose which output you want. Select **Screen**.
7. You will see a menu prompting you to fill in the path and file name of the file you will be creating by doing this capture. Type the path and file name, with an IGF extension, then press Enter. You can convert the IGF capture file to other formats later. Tab to Exit and press Enter.
8. You can continue to capture screens by pressing the hotkeys and filling in the file name until you have captured everything you want. Each time you capture, Hijaak PRO will automatically add 1 to the file name you specified in step 7. If, for example, you entered c:\screens\example1.igf as the first file in step 7, Hijaak PRO will make the next capture c:\screens\example2.igf.
9. When you are done, type **Exit** and press Enter to return to Windows.

If you get an **Insufficient Memory** error you may want to modify the PIF file as described in your Windows documentation - or - you could use Method 2. To learn how to use Method 2, click on the following:

[Method 2: Exiting to DOS](#)



## How to Setup DOSCAP

1. From the **Main** screen pull down the **Capture** menu and select **DOS Capture Options** (Alt+c, d). You will see the **DOS Capture Options** dialog box.
2. In the **Graphics Card** area of the screen, select the graphics card that is in your computer (Alt+g, arrow). If your graphics card is not listed, select IBM VGA.
3. You may want to change other options if you have one of the following situations. Click on any that apply, then continue with step 4.

[If you do not have much disk space, click here.](#)

[If you have EMS memory and want to use it, click here.](#)

[If you are capturing output headed for your printer, click here](#)

[If you do not want to use Alt+Ctrl to capture, click here](#)

[If you are capturing text screens other than US standard or code page 850, click here](#)

4. Select **OK** to accept your DOS capture configuration.

## Method 2: Exiting to DOS

1. From the Hijaak PRO Main screen, pull down the **Capture** menu and select **DOS Capture Options** (Alt+c, d). You will see the **DOS Capture Options** dialog box. You may want to change options if you have one of the following situations. Click on any that apply, then continue with step 2.  
[If you do not have much disk space, click here.](#)  
[If you have EMS memory and want to use it, click here.](#)  
[If you are capturing output headed for your printer, click here.](#)  
[If you do not want to use Alt+Ctrl to capture, click here.](#)  
[If you are capturing text screens other than US standard or code page 850, click here.](#)

2. In the **Graphics Card** area of the screen, check that the card is the kind in your computer. If it is not, click on the **Graphics Card** area and scroll to your card (Alt+g, arrow). If your graphics card is not listed, select IBM VGA.
3. In the **Capture From** area of the screen, check that **Screen** is selected if you intend to capture a screen. If it is not selected, click on the **Screen** check box to select it (Alt+s). If you are capturing printer output, click on the following:  
[How to Capture Printer Output](#)
4. Click on **OK** or press Enter.
5. Exit Hijaak PRO.
6. Exit Windows.
7. From the DOS prompt type **DOSCAP**. Press Enter.
8. Start the DOS application that contains the screen you want to capture and bring up that screen.
9. Press the hotkeys (the default combination is Alt+Ctrl).
10. If you specified **Screen as well as Printer** in the **Capture From** area, you will see a menu prompting you to choose which output you want. Select **Screen**.
11. You will see a menu prompting you to fill in the path and file name of the file you will be creating by doing this capture. Type in the path and file name, with an IGF extension, then press Enter. You can convert to other formats later. Tab to Exit and press Enter.
12. You can continue to capture screens by pressing the hotkeys and filling in the file name until you have captured everything you want. Each time you capture, Hijaak PRO will automatically add 1 to the file name you specified in step 7. If, for example, you entered c:\screens\example1.igf as the first file in step 7, Hijaak PRO will make the next capture c:\screens\example2.igf.
13. When you are done, exit your application and from the DOS prompt type **EXIT**.



## **Conserving Disk Space During DOSCAP**

To conserve disk space during DOSCAP, in the **DOS Capture** dialog box, select the **Compressed files** check box. (Alt+c). An **X** will appear in the selected box. Compressed files use less disk space, but need more processing time than uncompressed files. If the drive where you have installed Hijaak PRO does not have much space, click on the **Temp Directory** area of the screen (Alt+d) and type the path to your temp directory.

## Using EMS to Increase Speed During DOSCAP

To limit the amount of EMS memory used during DOSCAP, in the **DOS Capture** dialog box, select the **Max EMS** area and type in the amount of EMS memory (in Kbytes) that you want to allocate to Hijaak PRO (Alt+m). If you do not set this option, all available EMS memory will be used.

## **During DOSCAP, Capturing Output Headed for Your Printer**

Hijaak PRO allows you to capture data headed for your LPT1 port. To use this feature, select **Printer** in the **Capture From** area of the **DOS Capture Options** dialog box (Alt+p). You may also want to increase the **Printer Timeout** (Alt+t). The number you type in this area of the screen represents how many seconds Hijaak PRO will wait before assuming an application has finished printing.

## Changing the DOSCAP Hotkeys

If you have a TSR or a macro that conflicts with Hijaak PRO's default Alt+Ctrl hotkey combination, you can change the hotkey combination. In the **DOS Capture Options** dialog box, in the **Hotkey** area of the screen, scroll through and select the combination you want (Alt+k, arrow).

## **Capturing Text Screens in Fonts Other Than US Standard or Code Page 850**

By default, Hijaak PRO treats DOS text screen captures as vector text. This allows you to choose which IBM PC font (TPF file) you use. However, Hijaak PRO can only recognize text in US Standard characters or code page 850 characters as vector text. If you are capturing a DOS screen with fonts other than these, such as those of the Danish, Russian or Japanese languages, click on the **Rasterize Text** check box (Alt+r) in the **DOS Capture Options** dialog box. Hijaak PRO will capture your text as a raster image rather than vector. You will not be able to change font type or size, but you will have an accurate representation of what is on your screen.

**Note:** Rasterized text screens result in larger IGF files than do standard DOS screen captures.

## How to Capture Printer Output

1. Pull down the **Capture** menu and select **DOS Capture Options** (Alt+c, d). You will see the **DOS Capture Options** dialog box.
2. Pull down the **Graphics Card** area of the screen and click on the type of graphics card that's in your computer (Alt+g, arrow).
3. Note the default in the Hotkey area of the screen. If you have never changed this option, it will be **ALT + CTRL**. These are the two keys that, when pressed simultaneously, will initiate print trap later in this procedure. Do not change the hotkeys unless they conflict with a memory-resident program you have installed.
4. You may want to change options that you set in the setup procedure if your configuration has changed. Click on any that apply, then continue with step 5. For information on available options, click on one of the following:

[If you do not have much disk space, click here.](#)

[If you have EMS memory and want to use it, click here.](#)

[If you do not want to use Alt+Ctrl to capture, click here.](#)

5. In the **Capture From** area of the screen, click on **Printer** (Alt+p). Make sure Screen is not checked. Click on **OK**. Exit Hijaak PRO.
6. Double-click on the DOS Capture icon in the Hijaak PRO program group.
7. Set up your application to print the desired file to LPT1: but do not print yet.
8. Press the hotkeys at the same time. The default keys are **ALT+CTRL**.
9. You will see a menu prompting you to type the path and file name of the file you are creating. The default is **C:\INSET\TRAP1.PCL**. Select the output type appropriate for your printer. If the printer output is PCL, HPGL or TXT, Hijaak PRO can convert it. For information on converting files, click on the following:  
[How to Convert a File](#)
10. Print as you normally would from your application to the parallel printer port. DOS Capture captures the output and routes it to a file.
11. When you are finished, exit the application. To return to Windows, type **EXIT** at the DOS prompt.

**Note:** You can also run the Print Trap utility by shelling out to DOS or exiting Windows and typing DOSCAP at the INSET directory DOS prompt. In DOS, you can press the hotkeys to capture print data at any time. When you have finished, type exit at the DOS prompt. Each time you re-boot your computer, you will need to reload print trap by changing to the INSET subdirectory and typing doscap. If you exit Windows instead of using the icon, you must set an environment variable with a path to your Windows directory. For example, SET WINDIR=C:\WINDOWS.

## How to View an Image

### Open an Image as Follows:

1. Pull down the **File** menu. Click on **Open** (Alt+f, o). You will see the **Open** dialog box.
2. If you would like to use Hijaak Browser to search for and open an image, click on the **Browser** button (Alt+b). You will see the **Browser** dialog box. For information on using this dialog box, click on the following:  
[Browser Dialog Box](#)
3. In the **Drives** area of the dialog box, click once to pull down the drives list then click on the drive that contains the file you want to view (Alt+v, arrow).
4. In the **Directories** area of the dialog box, click on the subdirectory that contains the file you want to view (Alt+d, arrow). If the subdirectory that contains your file is not visible, select by clicking on the first subdirectory in your file's path (arrow, Enter). Notice the beginning of your file's path appears under **Directories**. Continue until you reach your file's subdirectory.
5. Pull down the **List Files of Type** area of the screen and select the file type (Alt+t, arrow). If the type of file you have selected has source image processing options available, the **Options** button will become bold and available. Source options allow you to make minor changes to the image *before* viewing the image.
6. [OPTIONAL] If your format has options and you want to set them, click on the **Options** button (Alt+o). If you want to learn more about the source options available, click on the following.  
[Source File Options](#)
7. If you set options, click on **OK** (Enter) to return to the "Open" dialog box. Press Esc if you made no changes. In the **File Name** area of the screen, click on the file you want to open (Alt+n, Tab, arrow). Click on **OK** or press Enter. The source image appears on the screen.

**Note:** To select multiple files for viewing, hold down the **Ctrl** key and click on the file names of the images you want to view. The files open in the order of your selection.

If you would like information on what to do next, click on one of the following topics:

[How to Change the View](#)

[How to Edit the View](#)

[How to View Multi-Page Images](#)

[How to Print the View](#)

[How to Cut, Copy, or Paste Views To or From the Windows Clipboard](#)

[How to Work with Colors in an Image](#)

## Browser Dialog Box

### How to Find This Dialog Box

Click on the **Browser** button in the **Open** dialog box and you will see this dialog box.

### Description and Use of This Dialog Box

If you are not sure of the location of the file that you want to open, you can use this dialog box to find and open the file.

### Use the Browser Dialog Box to Find and Open a File as Follows:

1. Pull down the **F**ile menu and click on **O**pen. You will see the **Open** dialog box.
2. Click on the **B**rowser button (Alt+b). You will see the **Browser** dialog box.
3. The **Browser** dialog box contains the active document in Hijaak Browser and an **Index Tree**. To search through another document, double-click on its node in the Index tree (Alt+t, arrow, Enter).
4. In the document, scroll through the thumbnails using the horizontal and vertical scroll bars (arrow keys).
5. [**OPTIONAL**] If you cannot find the file that you want to use, click on the **S**earch button (Alt+s). You will see the **Create Search** dialog box. For more information on running a search, click on the following:  
[How to Search for Files](#)
6. Click on the thumbnail of the file you want to use.
7. [**OPTIONAL**] If you want to set processing options, click on the **O**ptions button (Alt+o). You will see the **Options** dialog box. Select options and click on **OK**. For more information on available options, click on the following:  
[Destination Processing Options](#)
8. Click on **OK**. The image appears in the Hijaak PRO Main window.



## How to Edit the View

The **E**dit menu contains Hijaak PRO's editing commands. "Editing" allows you to change the file and save the changes. For example, if you want to crop an image, open the image, pull down the **E**dit menu, select **C**rop, crop the image, and then save the change by pulling down the **F**ile menu and selecting **S**ave.

If you want to save the original image intact, and create a new, edited image, use the **F**ile menu **S**ave **A**s command instead of the **S**ave command. Using **S**ave **A**s allows you to save the original image in the original format under a different name. It also allows you to "save" or convert the file into any of Hijaak PRO's file formats.

The following list gives the ways Hijaak PRO allows you to edit the view. Click on the following **E**dit menu options for more information:

Undo - reverses the last editing operation you performed.

Undo **A**ll - undoes all editing and color operations you performed on a vector image.

Rotate - rotates the image from 0-360 degrees.

Resize - changes the actual image and the display size of the image.

Crop - clips the image to a rectangular area that you specify.

Change a **F**ont - allows you to change text fonts in vector images.

Trace - allows you to convert an image in a raster format to an image in a vector format.

## How to Trace a Raster Image

### How to Find This Command

- A. While viewing a raster image, select **Trace** from the **Edit** menu.
- B. Click on the **Trace Options** button in the **Vector Processing Options** dialog box.

### Description and Use of This Command

This command allows you to see what a raster image will look like when it is converted to a vector image. If you like the results, you can save the traced image in any vector format. The following options are available in the **Trace Options** dialog box. Click on the option about which you want more information:

Trace Method

View

Generalization

Maximum Colors

Undither

Speck Removal

Line Width

Sample

After you set trace options, you can preview them in the **Raster Sample** by clicking on the **Preview** (Alt+p) button. Hijaak PRO traces the sample, and the title of the **Sample** area changes to **Vector Sample**. To return to the original Raster Sample, click on the **Reset** button (Alt+r). You can continue testing sample areas and options until you get the results you want. When you get those results, click on **OK** to start the trace of the entire image.

## Trace Method

### How to Find This Option

This option is available in the **Trace Options** dialog box.

- A. While viewing a raster image, select **Trace** from the **Edit** menu.
- B. Click on the **Trace Options** button in the **Vector Processing Options** dialog box.

### Description and Use of This Option

Use this option to select what method Hijaak PRO will use to trace your image. You have the choice of **Outline** or **Centerline**.

**OUTLINE:** Select this method if you are tracing an image that contains mostly filled areas and few lines, such as scanned logos and artwork. Using this method, Hijaak PRO outlines each element in the image, creating a polygon. Each polygon is filled with black, white or color. When using Outline, Hijaak PRO treats both lines and fills as filled areas.

**CENTERLINE:** Select this method if you are tracing an image that contains mostly lines and few filled areas, such as blueprints, maps and schematics. Using this method, Hijaak PRO traces each line in the image separately. Hijaak PRO treats both lines and filled shapes as lines, but gives them different line widths.

To select this option, click on either the **Outline** (Alt+o) or the **Centerline** (Alt+c) radio button in the **Method** area.

## Generalization

### How to Find This Option

This option is available in the **Trace Options** dialog box.

A. While viewing a raster image, select **Trace** from the **Edit** menu.

B. Click on the **Trace Options** button in the **Vector Processing Options** dialog box.

### Description and Use of This Option

Select this option if you want Hijaak PRO to generalize (trace) chains of individual pixels as solid elements such as lines, polygons and polylines. It also allows you to generalize bezier curves. This option is useful because it decreases the file size and increases the editability of your traced image. Within the **Generalization** area there are 2 options: **Tolerance** and **Bezier Generalization**. Each is described below.

**TOLERANCE: Generalization** is controlled by the **Tolerance** setting. When Hijaak PRO uses a **Tolerance** of 0 to trace an image, it traces around each pixel, creating a staircase effect. This process creates an image that accurately represents the original image, but also results in a very large file that is virtually impossible to edit. To decrease file size, Hijaak PRO allows you to set a **Generalization Tolerance**. A tight tolerance setting retains the detail in the image, but creates an image that is very large and difficult to edit. A loose tolerance setting creates an image with smooth lines that are easier to edit, but that have lost some detail.

The **Tolerance** setting always applies to the generalization of lines, polygons and polylines. If you select **Bezier Generalization**, the Tolerance setting applies to these as well.

To select this option, click in the **Tolerance** field in the **Generalization** area (Alt+t) and type a value from 0-16 or click on the scroll bar and drag left or right.

**Generalization Tolerance** is measured in pixels; the default **Tolerance** is 3.

**BEZIER GENERALIZATION:** This option traces 4 pt Bezier curves as curves rather than as lines. When a curve is traced as a series of lines, the file size becomes larger, and the curve becomes difficult to edit in the traced image. Hijaak PRO can generalize curves in the same way it generalizes lines.

By default, this option is selected. To deselect, click on the **Bezier Generalization** check box (Alt+b).

## Maximum Colors

### How to Find This Option

This option is available in the **Trace Options** dialog box.

- A. While viewing a raster image, select **Trace** from the **Edit** menu.
- B. Click on the **Trace Options** button in the **Vector Processing Options** dialog box.

### Description and Use of This Option

Use this option to select the maximum number of colors used to trace your image. A large value creates an accurate representation of the original image, but also creates a large file. A small value creates an image with a smaller file size, but one that less accurately represents the original image. By default, Hijaak PRO matches the number of colors in the traced image with the number in the original image.

This option is only available when you select the Outline method. When you select Centerline, Hijaak PRO uses 16 colors.

To select this option, pull down the **Maximum Colors** drop-down list and click on the maximum number of colors with which you want Hijaak PRO to trace your image (Alt+m, arrow, Enter).

## Undither

### How to Find This Option

This option is available in the **Trace Options** dialog box.

- A. While viewing a raster image, select **Trace** from the **Edit** menu.
- B. Click on the **Trace Options** button in the **Vector Processing Options** dialog box.

### Description and Use of This Option

Select this option if you want Hijaak PRO to re-create color or gray patterns as solid colors.

This option decreases the file size and increases the editability of your traced image.

Because Hijaak PRO treats each individual pixel in a raster image as its own object, traced files can become very large and virtually uneditable. The **Undither** option re-creates dither, halftone and diffusion patterns as solid colors or shades of gray.

To select this option, pull down the **Undither** drop-down list and click on the number of pixels you want Hijaak PRO to re-create as solid colors (Alt+u, arrow, Enter).

## Speck Removal

### How to Find This Option

This option is available in the **Trace Options** dialog box.

- A. While viewing a raster image, select **Trace** from the **Edit** menu.
- B. Click on the **Trace Options** button in the **Vector Processing Options** dialog box.

### Description and Use of This Option

Use this option to remove small extraneous dots, or specks, from the original image. These specks are usually the result of a messy scan or fax. If these specks are left in the original image, Hijaak PRO will trace every one, resulting in a large file that takes a long time to process. Selecting this option will result in a smaller file, but one in which some detail may be lost.

To select this option, pull down the **Speck Removal** drop-down list and click on **Small**, **Medium** or **Large** to remove specks of that size (Alt+s, arrow, Enter).

## Line Width

### How to Find This Option

This option is available in the **Trace Options** dialog box.

- A. While viewing a raster image, select **Trace** from the **Edit** menu.
- B. Click on the **Trace Options** button in the **Vector Processing Options** dialog box.

### Description and Use of This Options

This option is only available when you select the **Centerline** method of tracing. It allows you to select at what width the lines in the image are traced. The default setting is **Variable**, which approximates line widths as close to the original image as possible. All other settings are "fixed," for example. **Fixed at 1**, **Fixed at 2**, and so on. The Fixed settings trace all lines at the same width, 1-10.

To select this option, pull down the **Line Width** drop-down list and click on **Variable**, or **Fixed at 1 ... Fixed at 10** (Alt+I, arrow, Enter).



## Sample

### How to Find This Option

This option is available in the **Trace Options** dialog box. While viewing a raster image, select **Trace** from the **Edit** menu.

### Description and Use of This Option

Use this option to see the results of your trace options as you select them, before Hijaak PRO begins to trace the entire image. The **Sample** allows you to see if the options you selected will work with your image, and therefore saves you time.

By default, Hijaak PRO takes the center 120x120 pixels of your image to use as the **Sample**. If the center of the image does not provide a good test area, click on the **Select New Sample** button (Alt+e). The **Trace Options** dialog box closes and you will see a square frame overlaying the image. Use the mouse to move that frame to an area that is a suitable test area and click the mouse button once. The **Trace Options** dialog box reappears with the area you selected appearing in the **Raster Sample** area.

After you set trace options, you can preview them by clicking on the **Preview** button (Alt+p). Hijaak PRO traces the sample, and the title of the sample changes to **Vector Sample**. To return to the original **Raster Sample**, click on the **Reset** button (Alt+r). You can continue testing sample areas and options until you get the results you want. When you get those results, click on **OK** to start the trace of the entire image.

## View

### How to Find This Option

This option is available in the **Trace Options** dialog box. While viewing a raster image, select **Trace** from the **Edit** menu.

### Description and Use of This Option

Use this option to select the window into which Hijaak PRO traces the image. You have the choice between creating a new image or replacing the existing image. Select **Create New Image** to see the traced image in a window separate from the original image. The title of the new image is the same as the original, but with an IGF extension. You can compare the original and the traced image side by side to see how accurate the trace was. Select **Replace Existing Image** to see only the traced image in the original image window. The title of the new image is the same as the original but with an IGF extension.

To select this option, click on either the **Create New Image** (Alt+n) or the **Replace Existing Image** radio button (Alt+x) in the **View** area.

## Crop

**Note:** You will need a mouse to crop an image.

### How to Find This Command

While viewing an image, pull down the **Edit** menu and you will see this command.

### Description and Use of This Command

This command allows you to clip the active image to a rectangular area that you specify.

### Crop the Active Image as Follows:

1. Pull down the **Edit** menu and click on **Crop** (Alt+e, o). The cursor changes to the scissors icon. If you choose to cancel this function now, press **Esc**. Your cursor changes back to an arrow.
2. Move the cursor to any corner of the area you want to crop.
3. Click and drag the mouse to create the area you want to keep after cropping.
4. When you let go of the mouse button, the area outside the boundary you have defined will be gone.

## Format Extensions

### Use Within Hijaak

The **Format Extensions** dialog box allows you to change which extensions Hijaak associates with a particular format. If, for example, all of your TIF files have the extension OTH, you can use this feature to make Hijaak recognize OTH extensions as TIFF files.

### Use in the Windows File Manager

In addition to the above, if you select the **Register** button, you can "associate" a file type in the Windows File Manager. For example, you could configure Hijaak so that when you double-click on an OTH file in File Manger, you will immediately view the file (as a TIFF file) in Hijaak. The **Register** option edits the OLE database.

### Change or Add Format Extension Associations as Follows:

1. Pull down the **Setup** menu and click on **Format Extensions** (Alt+s, x). You will see the **Format Extensions** dialog box.
2. In the **Formats** list, scroll to the file format you want to associate with a particular extension (Alt+f, arrow). In the example above, you would highlight TIFF.
3. Click on the **Extension** area (Alt+e). Type in the extension you would like to have associated with the highlighted format. In the example above, you would type OTH. If you have no more associations to do, and you do not want to register the association with File Manager, click on **OK** or press Enter to accept the association. You will return to the **Main** menu.
4. If you have another association to add, click on **Add** (Alt+a), then do steps 2 and 3 for each association you want to add.

### Delete Format Extension Associations as Follows:

If you want to delete an association, do steps 1 through 3 but in step 3 click on **Delete** (Alt+d) before clicking on **OK**.

### Register the Extension Associations with the Windows File Manager as Follows:

1. If you want to register the association with Windows File Manager, click on **Register** (Alt+r). You will see the **Register** dialog box.
2. If you select **All Formats** (Alt+a), each time you double-click on any Hijaak-supported file in the Windows File Manager, you will immediately view the file in Hijaak. Click on **OK** or press Enter to return to the **Format Extensions** dialog box. Select **OK** again to accept your changes and return to the **Main** screen.

## Vector and Raster Images Defined

There are two general types of graphics file formats -- vector and raster -- each is described below.

**Vector images** consist of drawing objects such as lines, circles and squares. Vector images can also contain text whose font, unlike raster text, can be changed using Hijaak PRO's **Change a Font** command. Vector images are usually created by CAD, drawing, charting or graphing software applications.

**Raster images** consist of thousands of dots, called pixels, that are arranged in a rectangle called a bitmap. Raster images are usually created by scanners or paint software applications. All fax formats are raster.

Metafiles are another format type that contain both raster and vector components.

Using Hijaak PRO you can convert from and to the following:

- a RASTER file format to a RASTER file format
- a RASTER file format to a VECTOR file format
- a RASTER file format to a METAFILE file format
- a VECTOR file format to a VECTOR file format
- a VECTOR file format to a RASTER file format
- a VECTOR file format to a METAFILE file format
- a METAFILE file format to a RASTER file format
- a METAFILE file format to a VECTOR file format
- a METAFILE file format to a METAFILE file format
- all file formats to PostScript language

To find out if the active image is in a raster, vector or metafile format, pull down the **File** menu and click on **Info** (Alt+f, i).

For information on converting files, click on one of the following:

[Tracing Raster Images](#)

[How to Convert an Image](#)

## Change a Font

**Note:** You will need a mouse to change a font in an image.

### How to Find This Command

While viewing a vector image or DOS text screen capture, pull down the **Edit** menu and you will see this command.

### Description and Use of This Command

You can only change fonts if your image is a vector image. To see if your image is in a vector format, pull down the File menu and click on Info. You will also need to use a mouse. You can change fonts to any TrueType font you have installed on your system. For information on installing TrueType fonts, see your Windows manual.

### Change a Font as Follows:

1. Make sure that the image you want to edit is open and active.
2. Pull down the **Edit** menu and click on **Change Font** (Alt+e, f). The cursor will change to a pointing finger and selectable text will be highlighted. If you choose to cancel this function now, press **Esc**. The cursor will change back to an arrow.

**Note:** It is important to understand that text may not be described as text in the graphics file. Letters can also be drawn using lines, curves or dots rather than being described as a computer code (ASCII) for a letter of the alphabet. When the letters are described using codes, they are called "text." Hijaak PRO can only select text that is described as "text" in the graphics file.

3. Move the cursor to a letter that has the font you want to change and click the mouse to select. Throughout the image, all text with this font is highlighted and the selected text is surrounded by handles.
4. If you want, you can click on and drag the handles to change the width and height of the selected font *throughout the text*. For example, if you increase the height of the text by 20%, throughout the image, all text in this font will increase in size 20%.

**Warning:** The font changes will be global. This means two things. First, all text with the font you have selected will change to your selected font. Second, if you save your changes in step 7, every time you open a file that has the currently active image's format, the font substitution will be done *automatically*. If you do not want the changes to affect subsequent editing or conversion sessions, you should use a custom made "set file." For more information on set files, click on the following:  
[Set Files](#)

5. To change the font, click once on the selected text. You will see the **Font Selection** dialog box.

**Note:** If you are editing a DOS text screen capture, you will see a **Source Options** dialog box instead of the Windows **Font Selection** dialog box. Click on **Help** if you need help with this dialog box (Alt+h).

6. Click on any font in the Windows **Font Selection** dialog box.
7. To make these font changes, click on **OK**. When you save the image, the font changes will be saved.

## Resize

### How to Find This Command

While viewing an image, pull down the **Edit** menu and you will see this command.

### Description and Use of This Command

Resize allows you to change the height and width of your image.

### Resize an Image as Follows:

With the image you want to resize active, pull down the **Edit** menu and click on **Resize** (Alt+e, z). You will see the **Resize** dialog box with the following options. For more information, click on an option.

[Units](#)

[Scaling](#)

[Maximum Width](#)

[Maximum Height](#)

[Distort Aspect](#)

[Horizontal Resolution](#)

[Vertical Resolution](#)

[Smoothing](#)

## Rotate

### How to Find This Command

- A. While viewing an image, select **Rotate** from the **Edit** menu.
- B. Click on the **Rotate** button in the **Print Options** dialog box.
- C. Click on the **Rotate** button in either the **Convert To Options** or the **Save As Options** dialog box.

### Description and Use of This Command

Rotate allows you to rotate your image from 0-360 degrees or flip your image vertically or horizontally.

### Rotate an Image as Follows:

1. Pull down the **Edit** menu and click on **Rotate** (Alt+e, r). You will see the **Rotation Options** dialog box.
2. In the **Type of Rotation** field, click on the **Absolute** (Alt+a) or the **Incremental** (Alt+i) radio button. **Absolute** rotates the image from point zero. **Incremental** rotates the image from its current location. For example, suppose you have rotated an image 90 degrees. After viewing it, you decide you would like to view it at 270 degrees. If you have **Absolute** selected, type 270 into the **Rotation** field. If you have **Incremental** selected, type 180 into the **Rotation** field ----  $90+180=270$ .
3. In the **Direction** field, select **Clockwise** (Alt+c) or **Counterclockwise** (Alt+o).
4. In the **Rotation** field, click on 0, 90, 180, or 270, or type a number between 0 and 360 (Alt+r, arrow). The number of degrees you choose depends on what **Type of Rotation** and what **Direction** you select.
5. Click on **OK**.

### Flip an Image as Follows:

1. Pull down the **Edit** menu and click on **Rotate** (Alt+e, r). You will see the **Rotation Options** dialog box.
2. In the **Rotation** field, click on 0.
3. To flip the image vertically, click on the **Vertical** check box in the **Flip** area of the dialog box (Alt+v). To flip the image horizontally, click on the **Horizontal** check box in the **Flip** area of the dialog box (Alt+h). Click on **OK**.



## Clone View

### How to Find This Command

While viewing an image, pull down the **View** menu and you will see this command.

### Description and Use of This Command

When you clone an image, you make a second image, identical to the original. You might want to clone an image if you are experimenting with image processing options. You might, for example, clone an image, change the contrast of the cloned image, and compare with the original image to see the difference.

### Clone an Image as Follows:

1. With the image you want cloned active, pull down the **View** menu and click on **Clone View**. (Alt+v, l)
2. Hijaak PRO creates a second window which also contains the current image. The title will be the same as the original with a ":" and a number appended to it. For example, if your original image was rose.pcx, the cloned image would be rose.pcx:2.

## **Undo**

### **How to Find This Command**

Pull down the **Edit** menu and you will see this command.

### **Description and Use of This Command**

Hijaak PRO allows you to "undo" the last editing or color operation you performed.

### **Undo an Editing Change as Follows:**

1. Pull down the **Edit** menu and click on **Undo** (Alt+e, u). The effect of your last editing or color operation will be removed.
2. If available, use **Undo** repeatedly to erase the editing operations in reverse order. If this type of reverse editing is not available, the undo command changes to **Redo**.

## **Undo All**

### **How to Find This Command**

Pull down the **Edit** menu and you will see this command.

### **Description and Use of This Command**

Hijaak PRO allows you to undo all the viewing and editing changes you have made to a vector image.

**Note:** This command is ghosted if you are viewing and editing a raster image.

### **Undo all Editing Changes as Follows:**

Pull down the **Edit** menu and click on **Undo All** (Alt+e, n).

## **How to View Multi-Page Images**

If you are viewing a multi-page image, you can move to the next or previous page using the keyboard.

### **View Multi-Page Images as Follows:**

Press Page Up and Page Down to move through the image. Press Ctrl+Page Up and Ctrl+Page Down to move to the top of the previous page and the top of the next page, respectively. Press Home to move to the top of the current the page. Press End to move to the bottom of the current page. Press Ctrl+Home and Ctrl+End to move to the top of the first page and the bottom of the last page, respectively.

## How to Print the View

You can print the active view in Hijaak PRO, or the selected thumbnail in Hijaak Browser. If you have edited the view in Hijaak PRO, the edited view will print.

### Print the active view to the printer as follows:

1. In Hijaak PRO, make sure the view you want to print is on the screen and active. In Hijaak Browser, click on the thumbnail representing the image you want to print.
2. Pull down the **F**ile menu and click on **P**rint (Alt+f, p). You will see the **P**rint dialog box.
3. Make sure that the printer specified is the one to which you want to print. If you want to select another printer, click on **S**etup and specify the printer before going on to step 4 (Alt+s).
4. For multi-page images, in the **P**rint **R**ange area, click on either **A**ll to print all pages (Alt+a) or **P**ages, to print a range of pages (Alt+p). If you select **P**ages, enter the beginning and ending page in the **F**rom and **T**o areas (Alt+f, Alt+t).
5. If you are printing to a printer that supports print quality, you can select **H**igh, **M**edium, or **L**ow print quality in the **P**rint **Q**uality area (Alt+q, arrow). If your printer does not support these **P**rint **Q**uality choices, you will see a dots per inch (dpi) value in this field.
6. If you are printing to a file, click on **P**rint to **F**ile (Alt+l). If you do this you will be prompted for a file name.
7. To select options, click on the **O**ptions button (Alt+o). For more information on Options, click on the following:  
[Print Options](#)
9. Click on **O**K or press Enter to print.

## Print Options

### How to Find This Dialog Box

Select the **Options** button in the **Print** dialog box and you will see this dialog box.

### Description and Use of This Option

This dialog box contains options that allow you to change how the printed image will appear. These options will not change or edit the view, only the printed image.

For more information, click on one of the following:

[All Colors to Black](#)

[Center](#)

[Contrast/Brightness](#)

[Curve Quality](#)

[Fast Print](#)

[Grayscale](#)

[Invert Colors](#)

[List Color Changes](#)

[Maximum Width/Height \(Print Size\)](#)

[Reduce Colors](#)

[Reveal Background Color Objects](#)

[Reverse Black and White](#)

[Rotate](#)

[Smoothing](#)

[Top/Left \(Print Position\)](#)

[Units](#)

[Zoom to Page](#)

**Note on Units:** You cannot select **Multiples** from the **Units** area of the **Print Options** dialog box. This may cause problems if you need a raster image to print at a 1:1 aspect ratio (the default print size is 5" wide). To print the image with 1:1 scaling, find out the resolution of the image by pulling down the **File** menu and clicking on **Info** (Alt+f, i). In the **Print Options** dialog box, select **Pixels** from the **Units** area (Alt+u, arrow). In the **Maximum Height** (h) and **Maximum Width** (w) areas, type the resolution information that you learned from the **Info** dialog box.

## **Zoom to Page**

### **How to Find This Option**

Select **Print** from the **File** menu. You will see the **Print** dialog box. Click on the **Options** button. You will see the **Print Options** dialog box which contains this option.

### **Description and Use of This Option**

**Zoom to Page** increases the size of the printed image to fill as much of the page as possible without distorting the aspect ratio. The image is centered on the page. If you select **Distort Aspect** and then **Zoom to Page**, the image will fill the entire page.

To select this option, click on the **Zoom to Page** button (Alt+z).

## **Fast Print**

### **How to Find This Option**

Select **Print** from the **File** menu. You will see the **Print** dialog box. Click on the **Options** button. You will see the **Print Options** dialog box which contains this option.

### **Description and Use of This Option**

**Fast Print** allows the printer, rather than Hijaak, to handle color processing and scaling a file, thereby allowing it to print faster.

To select this option, click on the **Fast Print** check box (Alt+p).



## Top/Left (Print Position)

### How to Find This Option

Select **Print** from the **File** menu. You will see the **Print** dialog box. Click on the **Options** button. You will see the **Print Options** dialog box which contains this option.

### Description and Use of This Option

Hijaak centers the image on the page by default, but allows you to change that position. You cannot position any part of the printed image off the page. In the **Print Options** dialog box, a thumbnail image placed in a box representing your page changes dynamically as you change the position of your image.

### Change Print Position as Follows:

1. Click in the **Top** area (Alt+o). Type the number of units you would like the printed image offset from the top of the page. You will see the thumbnail change position in relation to the page.
2. Click in the **Left** area (Alt+f). Type in the number of units you would like the image offset from the left side of the page. You will see the thumbnail change position in relation to the page.
3. Click on **OK** to return to the **Print** dialog box.

**Note:** You may also position the image by clicking on the thumbnail and dragging it to a new position.

## Center

### How to Find This Option

Select **Print** from the **File** menu. You will see the **Print** dialog box. Click on the **Options** button. You will see the **Print Options** dialog box which contains this option.

### Description and Use of This Option

Hijaak centers the image on the page by default. If you change that position, you can reset it back to center by clicking on the **Center** button (Alt+n).

## Maximum Height/Width (Print Size)

### How to Find This Option

Select **Print** from the **File** menu. You will see the **Print** dialog box. Click on the **Options** button. You will see the **Print Options** dialog box which contains this option.

### Description and Use of This Option

By default, Hijaak prints your image using the sizing information contained in the file, but allows you to change size by specifying height and width for the printed image. In the **Print Options** dialog box, a thumbnail image placed in a box representing your page changes dynamically as you change the size of your image.

### Change Print Size as Follows:

1. Click in the **Maximum Width** area (w). Type a new width for the image. You will see the frame change size.
2. Click in the Maximum **Height** area (h). Type a new height for the image. You will see the frame change size.
3. Click on **OK** to return to the **Print** dialog box.

**Note:** To change size print size, you may also click on any of the eight handles surrounding the thumbnail and drag.

## How to Work with Colors in an Image

The **Colors** menu contains Hijaak PRO's color editing commands. Like editing, working with colors allows you to change the file and save the changes. For example, if you want to make an image gray, you can view the image, pull down the **Colors** menu, select **Grayscale**, and then save the change by pulling down the **File** menu and selecting **Save**.

If you want to save the original image intact, and create a new, edited image, use the **File** menu **Save As** command instead of the **Save** command. Using **Save As** allows you to save the original image in the original Hijaak format under a separate name. It also allows you to "save" or convert the file into any of Hijaak PRO's file formats.

The following list gives the ways Hijaak PRO allows you to work with colors in an image. Click on any of the following **Colors** menu options for more information.

Change a Color- allows you to change any color in an image.

List Color Changes - allows you to verify and edit any color changes you have made.

Contrast/Brightness - allows you to manipulate light and dark areas of the image.

Reduce Colors - allows you to increase or decrease the number of colors in an image.

Grayscale - forces all colors in the image to shades of gray.

All Colors to Black - replaces all colors in the image with black.

Reverse Black and White - replaces all black in an image with white and all white with black.

Invert Colors - inverts all colors in an image, creating a "negative."

Reveal Background Color Objects - inverts the color of objects that are the same color as the background, and thereby reveals them.

## Change a Color

**Note:** You will need a mouse to change a color in an image.

### How to Find This Command

While viewing an image, pull down the **Colors** menu and you will see this command.

### Description and Use of This Command

You can only change colors if the active image is a raster image or a non-dithered vector image. If your image is a dithered vector image, **Change a Color** will be ghosted. To find out if the active image is in a raster format, pull down the **File** menu and click on **Info** (Alt+f,i). The **Type** area of the pop up box will tell you the type of graphics file you are viewing.

**Note:** This option is sticky for file conversions. For example, if you change a color in a PCX file and then convert that file to another format, each time you convert a PCX file to that format the color change will be applied.

### Change a Color as follows:

1. Make sure that the image you want to edit is open and active.
2. Pull down the **Colors** menu and click on **Change Color** (Alt+o, h). The cursor will change to the eyedropper icon. If you choose to cancel this function now, press **Esc**. The cursor will change back to an arrow.
3. Move the cursor to the color you want to change and click the mouse to select. You will see the **Color** dialog box.
4. [OPTIONAL] If you want to create a color that is not in the **Color Palette**, click on the **Define Custom Colors** button (Alt+d). The dialog box will expand and you will see a refiner box and a luminosity bar. Drag the cursor in the color refiner box and the arrow beside the luminosity bar to define your color.

You can also change colors by typing values into the **Red**, **Green** and **Blue** boxes (Alt+r, Alt+g, Alt+b), or the **Hue**, **Sat** (saturation) and **Lum** (Luminosity) boxes (Alt+h, Alt+s, Alt+l).

The color you create is shown in the left side of the **Color/Solid** box, Double-click on the right side of the box to use the solid color closest to the one you have created.

Click on **Add Custom Color** (Alt+a). You will see the color you created in the **Custom Color Palette**.

5. Click on the replacement color in the Custom Color palette or Basic Color palette.
6. Click on **OK**. Everywhere it appears in the image, the selected color will be replaced with the replacement color.

## List Color Changes

### How to Find This Dialog Box

- A. While viewing an image, select **List Color Changes** from the Hijaak PRO **Colors** menu.
- B. Click on the **List Color Changes** button in the **Convert To Options** or **Save As Options** dialog box.
- C. Click on the **List Color Changes** button in the **Print Options** dialog box.

### Description and Use of This Dialog Box

You can see, modify or delete the color changes you have made. Obviously, if you have made no changes, none will be listed. To edit color changes, pull down the **Colors** menu and click on **List Color Changes** (Alt+o, l). You will see a list of the color changes that have been made to the active image. You can modify the changes by clicking on **Modify** (Alt+m), or you can delete all color changes by clicking on **Clear** (Alt+c). If you click on **Delete** (Alt+d), the highlighted color change will be deleted.

You can also select whether to apply the listed color changes to your particular image or conversion by clicking on the **Apply Color Changes** check box (Alt+a).

## Grayscale

### How to Find This Option

- A. While viewing an image, pull down the Hijaak PRO **Colors** menu and you will see this option.
- B. Click on the **Options** button in the **Convert To** or **Save As** dialog box.
- C. Click on the **Options** button in the **Print** dialog box.

### Description and Use of This Option

This option allows you to force an active image to a grayscale with the same number of grays as there were colors in the image.

### Force and Image to a Grayscale as Follows:

To force the active image to a grayscale, pull down the **Colors** menu and select **Grayscale** (Alt+o, g). A check appears next to that menu item and the display of the image immediately become a grayscale.

To force an image that you are converting or printing to a grayscale, click on the **Grayscale** check box in the **Options** dialog box (Alt+g).

## All Colors to Black

### How to Find This Option

- A. While viewing an image in Hijaak PRO, pull down the **Colors** menu and you will see this option.
- B. Click on the **Options** button in the **Convert To** or **Save As** dialog box.
- C. Click on the **Options** button in the **Print** dialog box.

### Description and Use of This Option

This option is useful if you have an image with very light foreground colors and a white background, and you want to print it. In this case, All Colors to Black functions to force all colors to black, while leaving white alone, thereby yielding good results when printing. All Colors to Black is most commonly used for printing CAD drawings on black and white printers because it forces lines to appear as solid black rather than as dithered gray.

This option is also useful if you have a 2-color DOS text screen capture in which the colors are similar. In this case, All Colors to Black analyzes the image and forces the lighter color to white and the darker color to black.

**Note:** If there is not white in an image, **All Colors to Black** may result in an all-black image.

### Force All Colors to Black as Follows:

To force all colors in the active image to black, pull down the **Colors** menu and select **All Colors to Black** (Alt+o, c).

To force all colors to black in an image that you are either printing or converting, click on the **All Colors to Black** check box in the **Options** dialog box (Alt+t).



## Reverse Black and White

### How to Find This Option

- A. While viewing an image in Hijaak PRO, select **Reverse Black and White** from the **Colors** menu.
- B. Click on the **Options** button in the **Convert To** or **Save As** dialog box.
- C. Click on the **Options** button in the **Print** dialog box.

### Description and Use of This Option

This option replaces all black in an image with white, and all white with black.

### Reverse Black and White as Follows:

To reverse black and white in the active image, pull down the **Colors** menu and select **Reverse Black and White** (Alt+o, r).

To reverse black and white in an image that you are either printing or converting, click on the **Reverse Black and White** check box in the **Options** dialog box (Alt+e).

## Reveal Background Color Objects

### How to Find This Option

- A. While viewing an image in Hijaak PRO, select **Reveal Background Color Objects** from the **Colors** menu.
- B. Click on the **Options** button in the **Convert To** or **Save As** dialog box.
- C. Click on the **Options** button in the **Print** dialog box.

### Description and Use of This Option

When a vector image contains objects - lines, circles, etc. - that are the same color as the background, these objects become hidden. Reveal Background Color Objects allows these objects to be revealed by inverting the color of the hidden objects.

### Reveal Hidden Objects as Follows:

To reveal hidden objects in the active image, pull down the **Colors** menu and select **Reveal Background Color Objects** (Alt+o, v).

To reveal hidden objects in an image that you are either converting or printing, click on the **Reveal Background Color Objects** check box in the **Options** dialog box (Alt+j).

## Contrast and Brightness

### How to Find This Dialog Box

- A. While viewing an image in Hijaak PRO, select **Contrast and Brightness** from the **Colors** menu.
- B. Click on the **Contrast and Brightness** button in the **Convert To Options** or **Save As Options** dialog box.
- C. Click on the **Contrast and Brightness** button in the **Print Options** dialog box.

### Description and Use of This Dialog Box

This option allows you to increase or decrease the differences among light and dark colors in an image, Contrast and Brightness and related options are similar to those that would be available to someone developing photographs in a darkroom.

If you are adjusting contrast and brightness settings in either the active image or an image you are converting using the Save As method, you will see a thumbnail representation of your image that changes dynamically as you change your brightness and contrast settings. If you are adjusting contrast and brightness in an image you are converting using the Convert method, you will see an Intensity Curve. The Intensity Curve is a graphical display that represents the results of your settings.

Click on the option about which you want more information:

[Contrast](#)

[Brightness](#)

[Gamma Correction](#)

[Histogram Equalization](#)

## Reduce Colors

### How to Find This Dialog Box

- A. While viewing an image in Hijaak PRO, select **Reduce Colors** from the **Colors** menu.
- B. Click on the **Reduce Colors** button in the **Convert To Options** or **Save As Options** dialog box.
- C. Click on the **Reduce Colors** button in the **Print Options** dialog box.

### Description and Use of This Dialog Box

This option allows you to specify how colors will appear in your image, including the following options. Click on the options about which you want more information.

Number of Colors

Reduction Method

Optimize Palette

Screen Frequency

## How to Cut, Copy or Paste Views To or From the Windows Clipboard

Hijaak PRO allows you to cut, copy and paste images between Hijaak PRO and the Windows Clipboard.

You can cut or copy to the Clipboard and open another application without closing Hijaak PRO. Then, when you paste in that application, Hijaak PRO will provide the image either in the format requested by the pasting application or in the format that you specify. If you cut or copy an image, then attempt to exit Hijaak PRO, you will be asked in what format you want to save the cut or copied image.

### Cut an Image to the Windows Clipboard as Follows:

1. Pull down the **E**dit menu and click on **C**ut (Alt+e, t).
2. The current image will be copied to the Windows Clipboard and the current Hijaak image window will close.

### Copy an Image to the Windows Clipboard as Follows:

1. Pull down the **E**dit menu and click on **C**opy (Alt+e, c).
2. The current image will be copied to the Windows Clipboard and the current Hijaak image window will remain open.

### Copy an Image to the Windows Clipboard and Select Image Format as Follows:

1. Pull down the **E**dit menu and click on **C**opy **A**s (Alt+e, a). You will see the **S**elect **C**lipboard **F**ormat dialog box.
2. Click on the format appropriate for your image.
3. Click on the **O**ptions button to select processing options. For more information on processing options, click on the following:  
[Destination Processing Options](#)
4. Click on **O**K. The current image will be copied to the Windows Clipboard in the format that you selected, and the current Hijaak window will remain open.

**Note:** Hijaak PRO registers the image when you cut or copy to the clipboard. "Registering" means that Hijaak PRO becomes ready to convert the image to any Hijaak PRO-supported format requested by the pasting application. If you exit Hijaak PRO after a copy or cut, you will see the **S**elect **C**lipboard **F**ormat dialog box, just as if you had selected **C**opy **A**s. Select the format to use for rendering and click on **O**K. Hijaak PRO copies the image to the Clipboard and then exits.

### Paste into Hijaak PRO from the Windows Clipboard as Follows:

1. Make sure that an image is available in the Windows Clipboard.
2. Pull down the **E**dit menu and click on **P**aste (Alt+e, p).
3. Hijaak PRO creates a new image window titled "Paste" and pastes the clipboard image into it.
4. To give the image a new name, pull down the **F**ile menu and click on **S**ave **A**s (Alt+f, a).

## How to Change the View

Hijaak PRO allows you to rearrange the currently active view without changing the file.

### Change the View as Follows:

Changing the view will change what is displayed without changing the file. From the Hijaak PRO **Main** screen, pull down the **V**iew menu (Alt+v). This menu allows you to manipulate the displayed image. You can **Zoom In** (i) on or **Zoom Out** (o) of an area of the screen, or **Zoom 1 to 1** (z). You can also remove everything from the screen except your image (i.e. frame, title bar, menu, status bar, etc.) by selecting the **Image Only** (m) option. A single click of the mouse (or Esc) will return you to the previous view. You can have Hijaak PRO center the view around any point that you choose: click on **C**enter **V**iew, then click on an area of the screen, Hijaak PRO will center your image around this point. You must have a mouse to center the view.

You can also clone the view. For more information on cloning a view, click on the following: [Clone View](#)

Hijaak PRO also allows you to institute global viewing changes. Click on the following for more information:

[Auto Scale](#)

## Auto Scale

### How to Find This Command

- A. Select **Auto Scale** from the **View** menu. You will see a side menu with **Auto Scale** options.
- B. Click on the **Options** button in either the **Open** or the **Convert From** dialog box. You will see a dialog box containing **Auto Scale** options.

### Description and Use of This Command

Hijaak PRO allows you to select how the image will appear on the screen in various scaling situations. Aspect ratio will not be distorted in any of the Auto Scale options.

### Scale the View as Follows:

1. Pull down the **View** menu and click on **Auto Scale** (Alt+v, a).
2. You will see a submenu with the following options: **Off** (o), **Scale to Window** (s) and **Page in Width** (p). Click on the scaling option you want to use; one scaling option will always be selected. A check appears next to the selected item.

**OFF:** This option may restrict your view of certain portions of the image as the window size and shape are changed. This option is useful if you want to avoid any scaling of your image.

**SCALE TO WINDOW:** This option allows images to fit in the Main window when the Main window size is changed, with the viewed portion scaling to the window. This option is useful if you want to view the entire image in your Main window. It also allows you to resize the view as large as you would like. This option requires additional processing time over the **Off** selection.

**PAGE IN WIDTH:** This option allows images that are normally larger than your Main screen to view in the width of the screen. This option is useful if you're viewing faxes or other page oriented images. This option requires additional processing time over the **Off** selection.

**Note:** The **Auto Scale** selection has no effect on images that are normally smaller than the Main screen. Those images will view at their normal size.

## Target Application

### How to Find This Option

When converting a file, select either the **Save As** or **Convert** command from the **File** menu. The **Target App** button is in the **Save As** or **Convert To** dialog box.

### Description and Use of This Option

If you want, Hijaak PRO will select a destination file format that will usually import well into the application you are using. If you click on the **Target App** (Alt+a) button, you will see the **Target Application** dialog box. This dialog box contains a list of applications into which you might want to import your converted file. If you scroll to and select one of these applications, Hijaak PRO will pick a destination format that usually works well with that application.



## Destination Processing Options

### How to Find These Options

Click on the **Options** button in either the **Convert To** or **Save As** dialog box and you will see some of the following options. Which options you see and whether options are available depend on the format type of your destination file.

**Hint:** When setting options, set **Units** first.

Click on the option about which you want to learn more.

[All Colors to Black](#)

[Coarse/Fine \(Fax only\)](#)

[Color Model \(EPS only\)](#)

[Compress](#)

[Contrast and Brightness](#)

[Curve Quality](#)

[Custom \(TIFF only\)](#)

[Distort Aspect](#)

[Embedded View for PostScript Language \(EPS\) Files](#)

[Flavor](#)

[Form Feed \(EPS only\)](#)

[Gray Replacement \(EPS only\)](#)

[Grayscale](#)

[Horizontal Offset \(Fax only\)](#)

[Horizontal Resolution](#)

[Interlace](#)

[Invert Colors](#)

[List Color Changes](#)

[Maximum Height](#)

[Maximum Width](#)

[Memorize Settings](#)

[Metafile Options](#)

[Multi-Page \(Fax and GIF only\)](#)

[Quality \(JPEG only\)](#)

[Reduce Colors](#)

[Reveal Background Color Objects](#)

[Reverse Black and White](#)

[Rotate](#)

[Scaling](#)

[Smoothing](#)

[Stroke Fonts](#)

[Target Application](#)

[Transparency](#)

[Units](#)

[Vertical Offset \(Fax only\)](#)

[Vertical Resolution](#)

## Metafile Options

### How to Find This Option

This option is only available if you are converting a file to a metafile format. If the destination is a metafile format, click on the **Options** button in either the **Convert To** or **Save As** dialog box. You will see the **Metafile Options** dialog box.

### Description and Use of This Option

This dialog box allows you to select whether a metafile destination file will be raster, vector or metafile. The contents of the destination file depend upon the contents of the source file.

### Select Metafile Options as Follows:

Click on the radio button next to the option that you want: **Raster** (Alt+r), **Vector** (Alt+v) or **Metafile** (Alt+m). Click on **OK**. You will see a destination processing options dialog box. For more information on processing options, click on the following:

#### Destination Processing Options

If the source file is...	and you select...	the destination metafile will contain...
Raster	Raster	Raster
Raster	Vector	Vector
Raster	Metafile	Raster
Vector	Raster	Raster
Vector	Vector	Vector
Vector	Metafile	Vector
Metafile	Metafile	Metafile

## Memorizing Your Settings

### How to Find This Option

This option is available in the **Source Options** or the **Destination Processing Options** dialog box. You can find these dialog boxes by selecting the **Options** button in the **Open**, **Save As**, **Convert From** or **Convert To** dialog boxes.

### Description and Use of This Option

There are 3 categories of options whose settings can be memorized: source-only options, source/dest options and dest-only options. You can configure Hijaak PRO to memorize some of your conversion settings so that they are done automatically every time you convert an image. The result of memorizing the option is different depending upon the option you select.

#### Source-Only Options:

When you select the **Memorize Settings** check box (Alt+m) in the **Source Options** dialog box, source-only options are memorized based only on the format from which you are converting. Source-only options are easy to differentiate from other options because they are located in the **Source Options** dialog box and are only available to images in certain formats.

#### Source/Dest Options:

When you select the **Memorize Settings** check box (Alt+m) in the **Destination Processing Options** dialog box, source/dest options are memorized based on both the format you are converting from--the source format and the format you are converting to--the destination format. For example, **Grayscale** is a source/dest option. If you select **Grayscale** and **Memorize Settings** when converting from TIF to EPS, **Grayscale** will only be used for converting from TIF (the source) to EPS (the dest.). If you substitute a different source or destination format, **Grayscale** will not be memorized. See the table below for a list of source/dest options.

#### Dest-Only Options:

When you select the **Memorize Settings** check box (Alt+m) in the **Destination Processing Options** dialog box, dest-only options are memorized based only on the format to which you are converting. For example, **Rotation** is a dest-only option. If you select **Rotate** and **Memorize Settings** when converting from TIF to EPS, the rotation setting will be memorized every time you convert to EPS, regardless of the source format. See the table below for a list of dest-only options.

#### SOURCE/DEST OPTIONS

Smoothing  
Grayscale  
All Colors to Black  
Reverse Black and White  
Invert Colors  
Reveal Background Color Objects  
Contrast & Brightness/Contrast  
Contrast & Brightness/Brightness  
Contrast & Brightness/Gamma  
Con & Bright/Histogram Equalization  
Reduce Colors/Reduction Method  
Reduce Colors/Optimize Palette  
Rotation Options/Flip  
List Color Changes/Apply Changes  
Trace/All Trace Options

#### DEST-ONLY OPTIONS

Maximum Width  
Maximum Height  
Distort Aspect  
Horizontal Resolution  
Vertical Resolution  
Scaling  
Units  
Flavor  
Stroke Fonts  
Curve Quality  
Reduce Colors/Number of Colors  
Reduce Colors/Screen Frequency  
Rotation Options/Rotation  
Compress



## Quality (JPEG only)

### How to Find This Option

If you are converting a file to JPG, click on the **Options** button in either the **Convert To** or **Save As** dialog box.

### Description and Use of This Option

When you convert to the JPG format, the file you create will be compressed using JPEG compression. JPEG is a "lossy" compression; that is, you can compress the file as much as you need to, but some information in the file will be lost as a result. The **Quality** option allows you to determine how much information loss is acceptable. The setting for **Quality** ranges from 2 to 255, with 2 being very high quality and 255 being very low. The default setting of 20 should yield good results in most cases. The higher the quality setting, the better the quality of the image, but the larger the file.

To set quality, click in the **Quality** area (Alt+q) and type in your desired setting.

## Gray Replacement

**Note:** This option is only available when you select CMYK in the Color Model area of the dialog box. For more information on selecting a color model, click on the following: [Color Model](#)

### How to Find This Option

When converting a file to EPS format, click on the **Options** button in the **Convert To** or **Save As** dialog box. You will see the **EPS Processing Options** dialog box. This option appears in the **EPS Processing Options** dialog box.

### Description and Use of This Option

This option allows you to select a percentage of C, M and Y that you want to replace with K. This is useful if you need your image to contain pure black or pure grays or if you need to save ink when you print the image.

Theoretically, equal amounts of C, M and Y should create shades of gray ranging from white (C=0%, M=0%, Y=0%) to black (C=100%, M=100%, Y=100%). In reality, equal amounts of C, M and Y create a muddy brown. Gray Replacement should solve this problem.

By replacing a percentage of the equal amounts of C, M and Y with K, you can create colors closer to pure black or gray. For example, suppose you had a color that was described as C=50%, M=75% and Y=25% (lavender). The minimum value common to all three values is 25%; this is called the Neutral Zone. When the remainder of the C and M are added, a lavender is created, but the color is muddy because there is no true gray. Gray Replacement adds K to the color model, replacing a percentage of the Neutral Zone to bring it closer to a true gray and create a more accurate color.

If, in the above example you set Gray Replacement to 30%, then 30% of the Neutral Zone would be replaced with K. The values above become C=42% , M=67%, Y=17% and K=8%, which is 30% of 25%. The resulting color is clearer because the muddy brown is eliminated. Also, in the final printing process, ink is saved because instead of using three different inks to create black or gray, only one is used.

To select this option, click in the **Gray Replacement** field (Alt+p) and type the percentage of the CMY Neutral Zone that you want to replace with K. For best results, it is recommended that you set Gray Replacement at 30% or less.

## Color Model

### How to Find This Option

When converting a file to EPS format, click on the **Options** button in the **Convert To** or **Save As** dialog box. You will see the **EPS Processing Options** dialog box. This option appears in the **EPS Processing Options** dialog box.

### Description and Use of This Option

This option allows you to select the color model Hijaak PRO will use to create the EPS file. A color model describes the way colors are created in a file. You have the choice of RGB and CMYK.

RGB creates colors by adding light--Red, Green and Blue--to create color on black, such as a television screen or computer monitor; when RGB values are all equal to 100%, white is created.

CMYK creates colors by subtracting light--Cyan, Magenta, Yellow and Black--from white, such as printing on white paper; when CMY values are all equal, gray is created, when they are all equal to 100%, black is created. An alternative to equal amounts of CMY is using a percentage of K.

Select CMYK if you plan to print the file to a color printer that supports the CMYK color model or if you plan to do color separations on the file; otherwise, select RGB.

To select this option, click on either the **RGB** or **CMYK** (Alt+y) radio button in the **Color Model** area of the dialog box. The default is RGB.

## Form Feed

### How to Find This Option

When converting a file to EPS format, click on the **Options** button in the **Convert To** or **Save As** dialog box. You will see the **EPS Processing Options** dialog box. This option appears in the **EPS Processing Options** dialog box.

### Description and Use of This Option

This option allows you to create an EPS file that can be sent directly to the printer. By default, this option is not selected; Hijaak PRO creates EPS files that must be imported into an application to be printed. If you want to send the file directly to the PostScript printer, you need to set this option.

To select this option, click on the **Form Feed** check box (Alt+m).



## Compress

### How to Find This Option

If you are converting a file to either PCL or IGF, click on the **Options** button in the **Convert To** or **Save As** dialog box.

### Description and Use of This Option

This option makes files smaller by compressing them. PCL files are compressed using white space removal and IGF files are compressed using LZW compression. If you select this option, your files may take longer to convert or open.

To compress PCL or IGF files, click on the **Compress** check box (Alt+p).

## Flavor

### How to Find This Option

Click on the **Options** button in the **Convert To** or **Save As** dialog boxes if you are converting to one of the following formats: BMP, CGM, EPS, GEM, ICA, JPG, MAC, MSP, TIF, WMF or WPG.

### Description and Use of This Option

Some formats have several variations. These variations are called "flavors." Even though different flavors of a format, such as CGM, are still CGM, they may not be compatible with all applications that support CGM. To be certain that your application can read the format that Hijaak PRO outputs, Hijaak PRO provides the **Flavors** option.

To select a flavor of a format, pull down the **Flavors** field and click on the flavor compatible with your destination application (Alt+f, arrow).

## Histogram Equalization

### How to Find This Option

- A. While viewing an image in Hijaak PRO, select **Contrast and Brightness** from the **Colors** menu.
- B. Click on the **Contrast and Brightness** button in either the **Convert To Options** or **Save As Options** dialog box.
- C. Click on the **Contrast and Brightness** button in the **Print Options** dialog box.

### Description and Use of This Option

Select this option if you want to bring out detail in an image that appears to be the same color or colors throughout the image. To bring out detail, histogram equalization analyzes the colors in the image. Colors that are very close in value (i.e., they look very similar) are distributed over the spectrum of colors in the image.

To select **Histogram Equalization**, click on the **Histogram Equalization** check box (Alt+q).

When you select this option, the **Contrast, Brightness** and **Gamma Correction** options are disabled.

## Embedded View for PostScript Language Files

### How to Find This Option

If you are converting a file to EPS format, click on the **Options** button in the **Convert To** or **Save As** dialog box. This options appears in the **Convert To Options** and the **Save As Options** dialog box.

### Description and Use of This Option

EPS files without an embedded view are normally not viewable in application programs. If you are converting a file to the EPS format, you may want to be able to view a representation of your destination file. Hijaak PRO does this by inserting a small bitmapped file. This option will allow you to view the file in an application that will view "viewable EPS" files. Remember that you will not be able to view the EPS file itself, only the bitmapped representation of it.

To select an **Embedded View**, pull down the **Embedded View** area and click on the file type you want the embedded view to be (Alt+v, arrow).

**Note:** You cannot print an EPS file with an embedded view directly to a Postscript Language printer. You must print it from within your software application.

## Curve Quality

### How to Find This Option

- A. If you are converting to a vector format, select **Convert To** or **Save As** from the **File** Menu. In the **Convert To** or **Save As** dialog box, click on the **Options** button.
- B. Select **Preferences** from the Hijaak PRO **Setup** menu.

### Description and Use of This Option

This option determines the smoothness of the lines Hijaak PRO will create in a destination file. **Curve Quality** is only valid when converting or viewing files that contain a special kind of complex curve called a Bezier curve. If your image does not contain Bezier curves, this option will have no effect on the image. The three quality selections are **Fine**, **Medium** and **Coarse**. The finer the line, the longer the processing time during conversion and the larger the resulting file, but the better the image quality.

To specify this option, pull down the **Curve Quality** area of the dialog box and click on the desired fineness (Alt+q, arrow).

## Custom

### How to Find This Option

If you are converting a file to the TIF file format, click on the **Custom** button in the **Save As Options** or **Convert To Options** dialog box.

### Description and Use of This Option

When you are converting a file to the TIF format, you may not know which of the many TIF "flavors" you want your file to have. Flavors are variations in a format. Even though different flavors of TIF are still TIF, they may not be compatible with all applications that support it. If you have a TIF file that works with your application, Hijaak can scan that file and "learn" how to produce TIF files of that type. Then, when you convert a file to TIF, Hijaak will convert to that particular flavor.

1. Click on **Options** (Alt+o) in the **Convert To** or **Save As** dialog boxes. You will see the **TIF Options** dialog box.
2. Select the **Custom** Button (Alt+o). You will see the **Custom TIFF** dialog box.
3. Select the drive, directory and file name of a sample file of the desired TIF flavor and click on **OK**. You will see the **TIF Custom Flavors** dialog box.
4. Click in the **TIFF Custom Flavor Name** field and type the name you want to give the flavor. Click on **OK**.
5. Hijaak will analyze the file and the new custom flavor will become the default application flavor in the TIF output options box.

## Vertical Offset

### How to Find This Option

When converting a file to a fax format, click on the **Options** button in the **Convert To** or **Save As** dialog box. You will see the **Fax Raster Processing Options** dialog box. This option appears in the **Fax Raster Processing Options** dialog box.

### Description and Use of This Option

This option allows you to offset the image from the top of the page.

To use this option, click in the **Vertical Offset** field and type the number of inches you want to offset the image from the top of the page (Alt+v). The image will be shifted down that number of inches.

## Horizontal Offset

### How to Find This Option

When converting a file to a fax format, click on the **Options** button in the **Convert To** or **Save As** dialog box. You will see the **Fax Raster Processing Options** dialog box. This option appears in the **Fax Raster Processing Options** dialog box.

### Description and Use of This Option

This option allows you to offset the image either to the left or to the right on the page.

To offset the image to the right, click in the Horizontal Offset field and type the positive number of inches you want the image shifted to the right. To offset the image to the left, click on the **Horizontal Offset** field and type the negative number of inches you want the image offset to the left (Alt+z). For example, if you want to increase the left margin by 1 inch, type 1; if you want to decrease the left margin by 1 inch, type -1.



## Multi-Page

### How to Find This Option

- A. When converting a file to a FAX format, click on the **Options** button in the **Convert To or Save As** dialog box. You will see the **Fax Raster Processing Options** dialog box, in which you will see this option.
- B. When converting a file to GIF format, click on the **Options** button in the **Convert To or Save As** dialog box. You will see the **GIF Raster Processing Options** dialog box, in which you will see this option.

### Description and Use of This Option

If your source file has multiple pages, and you want to create a destination fax or GIF file with multiple pages, you should select this option. If your fax format does not support multiple pages, or if you are converting a file with multiple pages and do not select this option, then Hijaak converts each page in the source to a separate destination file.

To select this option, click on the **Multi-Page** check box (Alt+p).

## Coarse/Fine

### How to Find This Option

When converting a file to a fax format, click on the **Options** button in the **Convert To** or **Save As** dialog box. You will see the **Fax Raster Processing Options** dialog box. This option appears in the **Fax Raster Processing Options** dialog box.

### Description and Use of This Option

If you are converting to a fax format, the resolution and size options in this dialog box are replaced with **Coarse** and **Fine** buttons. The fine mode is approximately 200 dpi vertically and horizontally. The coarse mode is approximately 200 dpi vertically and 100 dpi horizontally. Select the fax mode you desire.

**Note:** Hijaak can detect variations from the standard 200 dpi and 100 dpi settings and will produce correct results.

## Distort Aspect (Width/Height)

### How to Find This Option

- A. Select **Convert** or **Save As** from the **File** Menu. Click on the **Options** button in the **Convert To** or **Save As** dialog box.
- B. Select **Resize** from the **Edit** Menu.

### Description and Use of This Option

This option distorts the height-to-width proportion of an image. After setting **Distort Aspect**, you must specify **Distort Aspect Ratio** in the **Scaling** area of the dialog box. For more information on **Scaling**, click on the following:

#### Scaling

To specify this option, enter a number in the **Distort Aspect** field (Alt+a). A value of 1 will maintain the image's aspect ratio; a value greater than 1 will make the image wider; a value less than 1 will make the image taller.

## Maximum Height

### How to Find This Option

Select **Convert** or **Save As** from the **File** menu. Click on the **Options** button in the **Convert To** or **Save As** dialog box.

**NOTE:** MAC files are a fixed size and cannot be changed.

### Description and Use of This Option

Before setting this option, set the **Units** option, then set the scaling option. Either **Maximum Height** or **Maximum Width** options can be disabled based on what you set for **Scaling**. For more information on scaling, click on the following:

[Scaling](#)

To specify this option, enter the desired height of your destination file in the **Maximum Height** area (Alt+h). The unit of measure will be the one you specified in the **Units** area of the dialog box.

## Horizontal Resolution

### How to Find This Option

- A. Select **Convert** or **Save As** from the **File** Menu. Click on the **Options** button in the **Convert To** or **Save As** dialog box.
- B. Select **Resize** from the **Edit** menu.

### Description and Use of This Option

Since this option requires you to enter a unit of measure, set the **Units** option in the same dialog box before setting this option. You will only be able to set **Resolution** if the unit of measurement you choose is either inches or centimeters.

To specify this option, enter the horizontal resolution of your destination file in the **Horiz Resolution** area (Alt+z). This will be in either Dots Per Inch (DPI) or Dots Per Centimeter (DPCM), depending on the units you have selected.

## **Invert Colors**

### **How to Find This Option**

- A. While viewing an image in Hijaak PRO, select **Invert Colors** from the **Colors** menu.
- B. Click on the **Options** button in either the **Convert To Options** or **Save As Options** dialog box.
- C. Pull down the **File** menu, select **Print**, and click on the **Options** button.

### **Description and Use of This Option**

This option will invert all colors in an image and create a negative of that image.

To invert colors, pull down the **Colors** menu and click on **Invert Colors** (Alt+o, i), or in a dialog box, click on the **Invert Colors** check box (Alt+i).

## Scaling

### How to Find This Option

- A. Select **Convert** or **Save As** from the **File** Menu. Click on the **Options** button in the **Convert To** or **Save As** dialog box.
- B. When viewing an image in Hijaak PRO, select **Resize** from the **Edit** menu.

### Description and Use of This Option

If you want to specify the dimensions of your destination file, select scaling as follows.

**Note:** If you are converting a file, not all of the following options will be available.

**MAINTAIN ASPECT RATIO:** This option is the default **Scaling** setting in the **Resize** dialog box. It is not available in the **Convert To** or **Save As** dialog boxes. When this option is selected, Hijaak reads the height you enter and calculates the width without distorting the aspect ratio; or, Hijaak reads the width you enter and calculates the height without distorting the aspect ratio.

**FIT IN WIDTH:** Select this if your destination file must fit into a specific width. Hijaak reads the width you enter in the width field and calculates the height for your destination file without distorting the aspect ratio.

**FIT IN HEIGHT:** Select this if your destination file must fit into a specific height. Hijaak reads the height you enter in the height field and calculates the width for your destination file without distorting the aspect ratio.

**FIT IN FRAME:** Select this if your destination file must fit into a specific height and width (or "frame") without the image being distorted. Hijaak reads the height and width you enter in the height and width fields and then makes the largest image that fits into this frame without distorting the aspect ratio.

**DISTORT TO FRAME:** Select this if your destination file must fit into a specific height and width (or "frame") and distorting the image to do this is okay. Hijaak reads the height and width you enter in the height and width fields and then makes the file fit into this frame, possibly distorting the aspect ratio.

**DISTORT ASPECT RATIO:** Select this if you want to allow distortion of the aspect ratio. Then set the Distort Aspect (Width/Height) option. To learn about the Distort Aspect (Width/Height) option click on the following:  
[Distort Aspect \(Width/Height\)](#)

**FIT IN DISPLAY:** Select this if you want your image to match the size of your display. For example, if your display is 640x480, and you select this option, your image becomes 640x480, regardless of its original size. Hijaak distorts the aspect if necessary, even if you did not select the Distort Aspect option.

**Note:** You may not be able to view the entire image in the Hijaak Main screen. To view the entire image at 100%, pull down the **View** menu and select **Image Only** (Alt+v,i).

**FIT IN DISPLAY WIDTH:** Select this if you want your image to fit in the width of your display. Hijaak calculates the height without distorting aspect ratio.

**Note:** You may not be able to view the entire image in the Hijaak Main screen. To view the entire image at 100%, pull down the **View** menu and select

**Image Only** (Alt+v,i).

**FIT IN HIJAAK WINDOW:** Select this if you want your entire image to view in the Hijaak Main screen. Hijaak maintains the aspect ratio.

**Note:** If you have selected the **Auto Scale/Scale to Window** option from either the **Open** dialog box or the **View** menu, the entire image will view in the Hijaak main screen. However, **Auto Scale** only changes the view; **Fit in Hijaak Window** changes both the view and the image.

**FIT IN HIJAAK WIDTH:** Select this if you want your image to fit in the width of the Hijaak Main screen. Hijaak calculates the height without distorting the aspect ratio.

**Note:** If you have selected the **Auto Scale/Page in Width** option from either the **Open** dialog box or the **View** menu, the image will view in the width of the Hijaak main screen. However, **Auto Scale** only changes the view; **Fit in Hijaak Width** changes both the view and the image.



## Screen Frequency

### How to Find This Option

- A. While viewing an image in Hijaak PRO, select **Reduce Colors** from the **Colors** menu.
- B. Click on the **Reduce Colors** button in either the **Convert To Options** or **Save As Options** dialog box.
- C. Click on the **Reduce Colors** button in the **Print Options** dialog box.

### Description and Use of This Option

This option is only available if you have selected **Halftone** as the reduction method. Since this option requires you to enter a unit of measure, set the **Units** option in the previous dialog box to inches before setting this option.

If you select Halftone as the reduction method and do not specify a value for screen frequency, Hijaak calculates the number of unique colors or grays in an image, and automatically calculates an appropriate screen frequency for your image.

Screen frequency is the Lines Per Inch (LPI) of your output device. There is a proportional relationship between resolution (horizontal and vertical), screen frequency and the number of grays in your output. The formula for this is:

$$\text{GRAY LEVELS}=(\text{RESOLUTION}/\text{SCREEN FREQUENCY})^2$$

**For example:** If you have a 300 Dot Per Inch (DPI) resolution printer, and you set your screen frequency to 150 LPI, your printer output will have 4 grays. If you change your screen frequency to 75 LPI, your printer output will contain 16 grays, but it will have a coarser grain than the first example. If you want more grays with a fine grain, increase the resolution by printing out to an imagesetter with high resolution (1200 DPI or higher).

If you set screen frequency, you should set horizontal and vertical resolution of your file to match your output device. To learn about those options, click on the following:

[Horizontal Resolution](#)

[Vertical Resolution](#)

## Smoothing

### How to Find This Option

- A. Select **Convert** or **Save As** from the **File** menu. Click on the **Options** button in the **Convert To** or **Save As** dialog box.
- B. When viewing an image in Hijaak PRO, select **Resize** from the **Edit** menu.

### Description and Use of This Option

Edge smoothing reduces the jagged appearance of some raster images during scaling of a raster file. The process, also known as "anti-aliasing," reduces the contrast by inserting small amounts of an intermediate color at boundaries between colors.

To select smoothing, click on the **Smoothing** check box (Alt+s).

## Units

### How to Find This Option

- A. Select **Convert** or **Save As** from the **File** menu. Click on the **Options** button in the **Convert To** or **Save As** dialog box.
- B. In Hijaak PRO, select **Resize** from the **Edit** menu.
- C. In Hijaak PRO, select **Preferences** from the **Setup** menu to set units globally.

### Description and Use of This Option

"Units" is the unit of measure you are specifying when entering a number elsewhere in the dialog box. Use **Pixel** units for raster images when you want an output image of a particular size for viewing. Use **Multiple** units if you want a raster output image to contain an even multiple of the number of pixels in the source image. Using an even multiple will avoid certain image scaling side effects such as moiré patterns.

To specify the unit of measure you want to use, click on **Inches**, **Centimeters**, **Pixels**, **Picas** or **Multiples** in the **Units** area of the dialog box (Alt+u, arrow). If you set units globally from the Setup menu, you will only be allowed to select inches, centimeters or picas.

## Stroke Fonts

### How to Find This Option

Select **Convert** or **Save As** from the **File** Menu. Click on the **Options** button in the **Convert To** or **Save As** dialog box.

### Description and Use of This Option

Hijaak allows you to have any text in a file drawn or "stroked out" using Windows text outline fonts. Stroked fonts are not the same as "named text." The font of named text can be changed using the **Change a Font** feature. Stroked fonts cannot be changed. Use this option if you want the text in the destination file to appear as it does in the Hijaak Main screen, even if your destination file format does not support the screen font used.

To select **Stroke Fonts**, click on the **Stroke Fonts** check box (Alt+o).

## Maximum Width

### How to Find This Option

Select **Convert** or **Save As** from the **File** Menu. Click on the **Options** button in the **Convert To** or **Save As** dialog box.

### Description and Use of This Option

**NOTE:** MAC files are a fixed size and cannot be changed.

Before setting this option, set the **Units** option, then set the **Scaling** option.

Either **Maximum Height** or **Maximum Width** options can be disabled based on what you set for **Scaling**. For more information on **Scaling**, click on the following:

[Scaling](#)

To specify this option, enter the maximum width you want your destination file to be. The unit of measure will be the one you specified in the **Units** area of the dialog box.

## Vertical Resolution

### How to Find This Option

- A. Select **Convert** or **Save As** from the **File** menu. Click on the **Options** button in the **Convert To** or **Save As** dialog box.
- B. When viewing an image in Hijaak PRO, select **Resize** from the **Edit** menu.

### Description and Use of This Option

Since this option requires you to enter a unit of measure, set the **Units** option in the same dialog box before setting this option. You will only be able to set resolution if the unit of measurement you choose is either inches or centimeters.

To specify this option, enter the vertical resolution of your destination file. This will be in either Dots Per Inch (DPI) or Dots Per Centimeter(DPCM) depending on the unit you have selected.

## Brightness

### How to Find This Option

- A. While viewing an image in Hijaak PRO, select **Contrast and Brightness** from the **Colors** menu.
- B. Click on the **Contrast and Brightness** button in either the **Convert To Options** or **Save As Options** dialog box.
- C. Click on the **Contrast and Brightness** button in the **Print Options** dialog box.

### Description and Use of This Option

Increase **Brightness** to lighten the image. Decrease the **Brightness** to darken the image.

To set **Brightness**, click on the scroll bar next to the **Brightness** setting, or type a value into the **Brightness** field (Alt+b). The thumbnail image will change dynamically as you change your settings. If the Intensity Curve is present in the dialog box, its line will offset toward the y axis the brighter the image becomes.

## Number of Colors

### How to Find This Option

- A. While viewing an image in Hijaak PRO, select **Reduce Colors** from the **Colors** menu.
- B. Click on the **Reduce Colors** button in either the **Convert To Options** or **Save As Options** dialog box.
- C. Click on the **Reduce Colors** button in the **Print Options** dialog box.

### Description and Use of This Option

Use this option to specify the number of colors you want to have in your destination file. The number of selections available will depend on the destination file type.

To specify this option, click on the desired number in the **Number of Colors** area of the dialog box (Alt+n). If you click on **same**, the number of colors in the source will be matched in the destination.

#### Hints:

- If your file is going to be printed on paper in black and white, 2 (Black and White) is often a good selection.
- If your destination application will scale the image, you may get better results leaving the number of colors the same as the source.
- If disk space is important, fewer colors will take up less space.
- If your source file uses 16.7 million colors, and you want to view the converted image on a monitor, you may get better results if you select 256 or 16 colors, and click on the **Optimize Palette** check box (Alt+o).



## Contrast

### How to Find This Option

- A. While viewing an image in Hijaak PRO, select **Contrast and Brightness** from the **Colors** menu.
- B. Click on the **Contrast and Brightness** button in either the **Convert To Options** or **Save As Options** dialog box.
- C. Click on the **Contrast and Brightness** button in the **Print Options** dialog box.

### Description and Use of This Option

Increase the **Contrast** to make dark colors darker and light colors lighter; the range is increased. Decrease the **Contrast** to make dark colors lighter and light colors darker; the range is decreased.

To set contrast, click on the scroll bar next to the **Contrast** setting, or type a value into the **Contrast** field (Alt+c). The thumbnail image will change dynamically as you change your settings. If the Intensity Curve is present in the dialog box, the higher the contrast, the steeper the angle of the its line.

## Gamma Correction

### How to Find This Option

- A. While viewing an image in Hijaak PRO, select **Contrast and Brightness** from the **Colors** menu.
- B. Click on the **Contrast and Brightness** button in either the **Convert To Options** or **Save As Options** dialog box.
- C. Click on the **Contrast and Brightness** button in the **Print Options** dialog box.

### Description and Use of This Option

Increase Gamma Correction to increase brightness in the midrange areas while leaving the dark and light areas alone. Decrease Gamma Correction to decrease brightness in the midrange areas while leaving the dark and light areas alone.

To set the **Gamma Correction**, click on the scroll bar next to **Gamma Correction**, or type a value into the Gamma Correction field (Alt+g). The thumbnail image will change dynamically as you change your settings. If the Intensity Curve is present in the dialog box, it will bow toward the bottom-right or the top-left.

## Optimize Palette

### How to Find This Option

- A. While viewing an image in Hijaak PRO, select **Reduce Colors** from the **Colors** menu.
- B. Click on the **Reduce Colors** button in either the **Convert To Options** or **Save As Options** dialog box.
- C. Click on the **Reduce Colors** button in the **Print Options** dialog box.

### Description and Use of This Option

Use this option when converting from a file with many colors to a file with fewer colors. If you select this option, Hijaak selects the optimum colors for the destination file. If, for example, your source image was a close-up of a red rose, Hijaak would select a palette with a variety of reds for the destination file.

To select this option, select the **Optimize Palette** check box.

**Hint:** If you have an all-gray image, using **Optimize Palette** will probably not produce good results.

**Note:** If your display shows less than 256 colors, you may not see the results of **Optimize Palette**. If you do have a 256 color or better display, set your displayed palette to **Auto** (this is the default) to see results. To learn how to set the displayed palette, click on the following:  
[Palette Displayed](#)

## Reduction Method

### How to Find This Option

- A. While viewing an image in Hijaak PRO, select **Reduce Colors** from the **Colors** menu.
- B. Select the **Reduce Colors** button in either the **Convert To Options** or **Save As Options** dialog box.
- C. Click on the **Reduce Colors** button in the **Print Options** dialog box.
- D. In Hijaak PRO, select **Preferences** from the **Setup** menu.

### Description and Use of This Option

The reduction method you choose affects how a given pixel in the source file correlates to a given pixel in the destination file. Use this option to specify which of the following reduction methods Hijaak should use to create the converted file:

**SNAP:** This is the quickest method. Essentially, Hijaak reads each pixel in the source file and matches the color as closely as possible using the destination format's palette. This works well if your source image has a wide range of colors, and the adjacent dots are well differentiated. You will probably *not* want to use this if you are converting a file with many colors to a file with few colors.

**HALFTONE:** This method, as well as Dither and Diffuse, is often used when converting a color file for output on a black and white device (like a black and white printer). Halftone, Dither and Diffuse all attempt to simulate colors with patterns representing different levels of gray. Halftone simulates gray by varying the placement and grouping of each dot (pixel) on an invisible grid. The more dots in a certain area of the grid, the darker the shade. You can see this variation under a magnifying glass or using Zoom In. In Halftone, the groupings are dots, in Dithering the groupings are a more intermixed pattern. The Halftone method generally produces the best black and white printed image.

**DITHER:** This method creates patterns for each color or each shade of gray it is attempting to simulate. These patterns are repeated in the image each time that particular simulated color is needed. Sometimes these patterns are visible and they can become distracting. If this happens, you may want to select Diffuse.

**DIFFUSE:** This method is similar to the Dither method except that the patterns change (or diffuse) gradually across the image. This means that you are less likely to notice a repeating pattern. The downside of this method is that "worming" patterns can appear in a local area. Generally, Diffuse will produce the best displayed image.

The best method for you depends upon the source and destination file types, number of colors and palette in both your source and destination, the output device you are using, your particular image, and what effect you find pleasing. Experiment with your particular image if you are interested in this kind of image processing. During experimentation, you will probably want to consider changing the settings for **Screen Frequency** or **Smoothing**. For more information on these options, click on the following:

[Screen Frequency](#)

[Smoothing](#)

## Interlace

### How to Find This Option

This option is located in the **GIF Raster Processing Options dialog box**. To get to this dialog box, click on the **Options** button in the **Save As** or **Convert To** dialog box when you are converting a file to CompuServe GIF format.

### Description and Use of This Option

The **Interlace** option controls how the GIF image is drawn. By default, Hijaak PRO creates a GIF image that is drawn one line at a time: the first line, then the second, and third and so on. When a GIF file is interlaced, the image is drawn one line at a time, but in a different order: the first line, then every eighth line, then back to the fourth line and every eighth line after that. It continues this pattern until the image is completed. The **Interlace** method allows you to get an idea of what the image is before it has completed drawing.

You should select the **Interlace** option if you plan on allowing users to download the GIF image from the Internet or CompuServe. If the image is drawn using the interlace method, the user can get an idea of what the image is before the entire image has finished downloading. If he does not want the image, he can save time by canceling before the download is complete.

To select this option, click on the **Interlace** check box (Alt+n).

## Transparency

### How to Find This Option

This option is located in the **GIF Raster Processing Options dialog box**. To get to this dialog box, click on the **Options** button in the **Save As** or **Convert To** dialog box when you are converting a file to CompuServe GIF format.

### Description and Use of This Option

The **Transparency** option allows you to replace black or white in the GIF image's color palette with a transparent value. If parts of the image are transparent, you will be able to see whatever is behind it. This option is useful if, for example, you have a GIF image with a white background, that you want to import into a document with a gray background. If you import the image directly, you'll get the white matting over the gray; however, if you set white to transparent, then you will see the image directly on the gray background. Using Transparency can be helpful when you create home pages for the Internet's World Wide Web.

By default, Hijaak PRO sets **Transparency** to **None**. To replace all black in the image with a transparency, click on the **Black** radio button in the **Transparency** area of the dialog box (Alt+y, down arrow). To replace all white in the image with a transparency, click on the **White** radio button in the **Transparency** area of the dialog box (Alt+y, down arrow).

**TIP:** If you want to set a color other than black or white to transparent, first use Hijaak PRO's **Change a Color** option to change the black or white in the image to a color that is very close. Then, use **Change a Color** to change the color that you want to make transparent to black or white. For example, suppose you had an image with a blue background that you wanted to make transparent. First, change all black in the image to dark gray. Then change all blue in the image to black. Then, convert the image to GIF and select **Black** in the **Transparency** area of the dialog box. For more information on changing colors, click on the following:  
[Change a Color](#)

## Source File Options

Select the **Options** button in either the **Convert From** or **Open** dialog boxes, and you will see a scaling option. This option will affect the way the image will display once opened. Click on the following for more information:

[Auto Scale](#)

You can configure Hijaak PRO to memorize some of your conversion settings so that they are done automatically every time you convert an image. For more information, click on the following:

[Memorizing Your Settings](#)

The following list gives the type of source files that have options. If you are opening or converting a file in one of these formats, and you select the **Options** button in either the **Convert From** or **Open** dialog boxes, you will be allowed to set source options. Which options you see, and whether options are available, depend upon the format type of your source file. Click on a format option for more information:

[CGM](#)

[CLP](#)

[CUT](#)

[IGF](#)

[PCD](#)

[PCL](#)

[PGL](#)

[PIC](#)

[PIX](#)

## **CLP (source options)**

### **How to Find This Option**

When you open or convert a CLP file, click on the **Options** button in the **Convert From** or **Open** dialog box.

### **Description and Use of This Option**

CLP files can often contain different types of format information. Hijaak PRO allows you to select the format in which you want to open the image.

To select the format in which you want to open the image, click on the appropriate format type: **Windows DIB** (Alt+d), **Windows WMF** (Alt+w), **Windows 2 Bitmap** (Alt+b), **ASCII Text** (Alt+a), or **TIFF** (Alt+t). Click on **OK**.



## **CGM (source options)**

### **How to Find This Option**

When you open or convert a CGM file, click on the **Options** button in the **Open** or **Convert From** dialog box.

### **Description and Use of This Option**

A **Trim Surrounding White Space** option is available when you open CGM files. This option will remove as much excess white space surrounding the image as possible, while leaving a rectangular area and the image itself intact.

To remove excess white space, click on the **Trim Surrounding White Space** check box (Alt+t).

## **PCD (source options)**

### **How to Find This Option**

When you open or convert a PCD file, click on the **Options** button in the **Open** or **Convert From** dialog box.

### **Description and Use of This Option**

Hijaak PRO allows you to select at what size your image will open. Size is measured in height by width of pixels. If you select a small resolution, such as 128x192, the image will open at that height (128) and width (192), and will open quickly. The larger resolution you select, the larger the image and the longer the processing time.

To select a size for your Photo CD image, click on a resolution in the **Resolution** area (Alt+r).

## CUT (source options)

### How to Find This Option

When you open a CUT file, you should also open its associated PAL palette file. This palette file option will only appear when you are opening or converting a CUT file to another format. To access this option, click on the **Options** button in the **Open** or **Convert From** dialog box.

**Note:** If no PAL file exists for the selected CUT file, the results are unpredictable because the image depth and color assignments are unknown.

### Description and Use of This Option

Opening a PAL file is similar to opening other files except that the only file type available is the PAL palette file. Fill out the **Dr. Halo CUT** source option dialog box as follows.

1. In the **Drives** area of the dialog box, click once to pull down the drives list then click on the drive that contains the PAL file you want to load (Alt+v, arrow).
2. In the **Directories** area of the dialog box, click on the subdirectory that contains the PAL file you want to load (Alt+d, arrow). If the subdirectory that contains the file is not visible, select by clicking on (or highlighting and pressing Enter) the first subdirectory in the file's path. Notice the beginning of your file's path appears under **Directories**. Continue until you reach your file's subdirectory.
3. Leave the **List Files of Type** area of the screen untouched.
4. In the **File Name** area of the screen, click on the file you want to open (Alt+n, Tab, arrow). Click on **OK** or press Enter. In a few moments the source image will appear on the screen.
5. Click on **OK** or press Enter to return to the **Open** dialog box. Press Esc if you made no changes.

If you do not specify a file, Hijaak PRO will search for a PAL file with the same name as the CUT file.

## **PCL (source options)**

### **How to Find This Option**

When you are opening or converting a PCL file, click on the **Options** button in the **Open** or **Convert From** dialog box.

### **Description and Use of This Option**

When you open a PCL file, Hijaak PRO recognizes the soft fonts that are downloaded. To add a font, click on **A**dd (Alt+a). Select the font download file from the list box. If you want to remove the highlighted font, click on **D**elete (Alt+d). If you want to remove all downloaded fonts, click on **C**lear (Alt+c).

A **T**rim Surrounding White Space option is also available when you open PCL files. This option will remove as much excess white space surrounding the image as possible, while leaving a rectangular area and the image itself intact.

To remove excess white space, click on the **T**rim Surrounding White Space check box (Alt+t).

## PIC (source options)

### How to Find This Option

When you are opening or converting a PIC file, click on the **Options** button in the **Open** or **Convert From** dialog box.

### Description and Use of This Option

When you open either a PIC or an HPGL file, you will be allowed to select both a pen color and pen width for each pen number used in your source file. Specify pen color and width as follows.

1. In the **Pen Number** area of the screen, select the pen number you want to set (Alt+n, arrow).
2. In the **Pen Color** area of the screen, select the color you want to be associated with that pen number (Alt+c, arrow).
3. In the **Pen Width** area of the screen, select the width you want to be associated with that pen number ;1 is very fine and 16 is thick (Alt+w, arrow).

## **PGL (source options)**

### **How to Find This Option**

When you are opening or converting a PGL file, click on the **Options** button in the **Open** or **Convert From** dialog box.

### **Description and Use of This Option**

Hijaak PRO allows you to select both a pen color and pen width for each pen number used in your source file. It also allows you to remove excess white space surrounding the image.

### **Specify PGL Source Options as Follows:**

1. In the **Pen Number** area of the screen, select the pen number you want to set (Alt+n, arrow).
2. In the **Pen Color** area of the screen, select the color you want to be associated with that pen number (Alt+c, arrow).
3. In the **Pen Width** area of the screen, select the width you want to be associated with that pen number; 1 is very fine and 16 is thick (Alt+w, arrow).

A **Trim Surrounding White Space** option is also available when you open PGL files. This option will remove as much excess white space surrounding the image as possible, while leaving a rectangular area and the image itself intact.

To remove excess white space, click on the **Trim Surrounding White Space** check box (Alt+t).

## IGF (source options)

### How to Find This Option

When you are opening or converting an IGF file, click on the **Options** button in the **Open** or **Convert From** dialog box.

### Description and Use of This Option

When you open a IGF file, Hijaak PRO allows you to select **C**oarse, **M**edium, **F**ine or **A**uto mode output. If you do not specify, Hijaak PRO automatically chooses one for you that works well in *most* cases. If you will be converting to a vector format, however, you may need to explicitly select the font if the automatic selection produces inappropriate results. As a general rule, use the **C**oarse font for small images (Alt+c), the **F**ine font for large images (Alt+f), and the **M**edium font for all other images (Alt+e).

## PIX (source options)

### How to Find This Option

When you are opening or converting a PIX file, click on the **Options** button in the **Open** or **Convert From** dialog box.

### Description and Use of This Option

When you open a PIX file, Hijaak PRO allows you to select **C**oarse, **M**edium, **F**ine or **A**uto mode output. If you do not specify, Hijaak PRO automatically chooses one for you that works well in *most* cases. If you will be converting to a vector format, however, you may need to explicitly select the font if the automatic selection produces inappropriate results. As a general rule, use the **C**oarse font for small images (Alt+c), the **F**ine font for large images (Alt+f), and the **M**edium font for all other images (Alt+e).



## Display Type

### How to Find This dialog box

Select **Display Type** from the **Setup** menu.

### Description and Use of This Dialog Box

This dialog box allows you to select the correct display mode for your video card. Most of the time, Hijaak PRO detects this information automatically and picks the best one for you. However, if none of the raster images you open display correctly, you need to use this command to manually change the display type Hijaak PRO is using. Changing the display type will only affect the display of the image, not the actual file.

### Setup Display Type as Follows:

1. Pull down the **S**etup menu and click on **D**isplay **T**ype (Alt+s, d). You will see the **Display Type** dialog box.
2. This dialog box contains a series of sample images. These samples show how an image will appear using different display types. Click on the sample image that looks the best to you. Click on **OK** (Tab, Enter). Hijaak PRO uses the display type associated with the sample image you selected.

**Note:** If two or more of the sample images look good, it is recommended that you select the second sample.

## Color Calibration

### How to Find This dialog box

Select **Color Calibration** from the **Setup** menu.

### Description and Use of This Dialog Box

This dialog box allows you to adjust how colors will display on your monitor. Depending upon such factors as your perception of color and the surrounding light, you may need to calibrate the colors so that you will perceive them as they are meant to be viewed.

### Calibrate Colors as Follows:

1. Pull down the **Setup** menu and click on **Color Calibration** (Alt+s, o). You will see the **Color Calibration** dialog box with four color bars: red, green, blue and gray.
2. Click on the slider under the red color bar and move it until the color bar appears to be solid red. Repeat this procedure for the green and blue color bars.
3. Check the gray color bar to make sure that there is no red, green or blue in it. If there is, adjust the slider under the color that you perceive in the gray color bar.
4. Click on **OK** to calibrate the colors.

## Button Bar Setup

### How to Find This dialog box

Select **Button Bar** from the **Setup** menu.

### Description and Use of This Dialog Box

This dialog box allows you to add and/or remove buttons from the Button bar. It also allows you to arrange the Button bar icons in a way that you find convenient.

### Set Up the Button Bar as Follows:

1. Pull down the **Setup** menu and click on **Button Bar** (Alt+s, b). You will see the **Button Bar** dialog box.
2. Hijaak PRO accommodates both large and small buttons. By default, large buttons are used. To select the type of buttons you want to use, in the **Style** area, click on the **Large** (Alt+l) or **Small** (Alt+s) radio button.
3. In the **Available Icons** area, click on the icon that you want to add to the Button bar (Alt+i, arrow). Click on the **Add** button (Alt+a). The button is added to the list.
4. To change the order of the buttons in the Button bar, click on the button that you want to move in the **Icons in Button Bar** list (Alt+b). Click on the **Move Up** button to move the button up one item in the list (Alt+u). Click on the **Move Down** button to move the button down one item in the list (Alt+d). Continue clicking on **Move Up** and/or **Move Down** until the button is at the desired location in the Button bar.
5. To group similar buttons, click on the first icon you want to include in the group. Click on the **Separator** (Alt+s) button. Hijaak PRO adds space before that button in the Button bar.
6. To remove a button or Separator from the Button Bar, click on the button or Separator in the **Icons in Button Bar** list and click on the **Remove** button (Alt+b, arrow, Alt+r).
7. If you don't want to display the Button bar, click on the **Show Button** (Alt+h) bar check box to deselect it.
8. Click on **OK**. The Button bar is modified to reflect the changes you have made.

## Preferences

### How to Find This Command

Pull down the **Setup** menu and you will see this command.

### Description and Use of This Command

The **Preferences** dialog box allows you to set the following global options. A global option works throughout the application. Click on an option for more information.

Background Color

Palette Displayed

Reduction Method

Units

Curve Quality

Status Bar Color

Show Cancel Button

Show Percent Done

## Background Color

### How to Find This Option

Select **P**references from the **S**etup menu.

### Description and Use of This Option

This option allows you to set the background color globally. It affects the background color of vector images.

### Change Background Color as Follows:

1. Pull down the **S**etup menu and select **P**references (Alt+s, p). You will see the **P**references dialog box.
2. Click on the down arrow next to **B**ackground Color to pull down the **B**ackground Color list (Alt+b, arrow).
3. Click on the color you want as the background and click on **O**K to accept changes.

## Palette Displayed

### How to Find This Option

Select **Preferences** from the **Setup** menu.

### Description and Use of This Option

This option allows you to set the palette displayed globally throughout Hijaak PRO.

### Select the Palette Display as Follows:

1. Pull down the **Setup** menu and click on **Preferences** (Alt+s, p). You will see the **Preferences** dialog box.
2. Click on the down arrow next to **Palette Displayed** to pull down the **Palette Displayed** list (Alt+p).
3. Click on the selection you want and click on **OK** (arrow, Enter). Each selection is described below.

**AUTO:** This is the default display palette. If you have one image open, and both the image and display are 256 colors, and you choose Auto, the palette of the image becomes variable. If you select Auto palette, but you have more than one image open, or if the image or display is not 256 colors, the palette becomes Fixed.

**FIXED:** When you choose Fixed, all images on the screen will share the same palette. This setting will not produce the optimal results for any particular image, but it will eliminate background image processing, and therefore will be faster.

**Note:** If you want to change colors on other standard Windows areas such as the title bar, application workspace, etc., click on the Colors selection in the Windows Control Panel.

## Status Bar Color

### How to Find This Option

Select **Preferences** from the **Setup** menu.

### Description and Use of This Option

The **Status Bar** option allows you to select what colors will be used in the status bar.

To select this option, pull down the **Setup** menu and click on **Preferences** (Alt+s, p). In the **Preferences** dialog box, pull down the **Status Bar Color** drop-down list and click on the color you want to use. Click on **OK**.

## Show Cancel Button

### How to Find This Option

Select **P**references from the **S**etup menu.

### Description and Use of This Option

Select this option to display the Cancel button in the Hijaak PRO Main window. Click on the Cancel button stops any processing option Hijaak PRO is performing.

To select this option, pull down the **S**etup menu and click on **P**references (Alt+s, p). In the Preferences dialog box, click on the **S**how **C**ancel **B**utton check box (Alt+a). Click on **O**K.



## **Show Percent Done**

### **How to Find This Option**

Select **P**references from the **S**etup menu.

### **Description and Use of This Option**

Select this option to display progress of any processing option as a numerical percentage. By default, this option is selected.

To select this option, pull down the **S**etup menu and click on **P**references (Alt+s, p). In the **P**references dialog box, click on the **S**how **P**ercent **D**one check box (Alt+d). Click on **O**K.

## **Close**

### **How to Find This Command**

Pull down the **File** menu and you will see this command.

### **Description and Use of This Command**

This command closes the active image. With the image you want to close active, pull down the **File** menu and click on **Close** (Alt+f, c). The active image closes.

## **Close All**

### **How to Find This Command**

Pull down the **File** menu and you will see this command.

### **Description and Use of This Command**

This command closes all open images. Pull down the **File** menu and click on **Close All** (Alt+f, l). All open images close.

## **Exit**

### **How to Find This Command**

Pull down the **File** menu and you will see this command.

### **Description and Use of This Command**

This command closes Hijaak PRO. Pull down the **File** menu and click on **Exit** (Alt+f, x). Hijaak PRO closes.

# Save

## How to Find This Command

Pull down the **File** menu and you will see this command.

## Description and Use of This Command

This command allows you to save any changes you have made to the active image. Your original image file will be replaced with the edited version. Pull down the **File** menu and click on **Save** (Alt+f, s). If you would like to save the image under a new name or format, select the **Save As** command (Alt+f, a). For more information on the **Save As** command, click on the following:

[Open then Save As Conversion Method](#)

## Info

### How to Find This Command

Pull down the **File** menu and you will see this command.

### Description and Use of This Command

This command allows you to see information on the active image file. Pull down the **File** menu and click on **Info** (Alt+f, i). You will see an **Info** dialog box. If the active image is vector, the dialog box will contain information on the file's **Type**, **Size** and **Date**. If the image is raster, the dialog box will contain this information as well as additional **File Info** and **View Info**. **File Info** tells you the file's size in pixels, resolution, number of colors and pages. **View Info** tells you what size in pixels, number of colors and resolution you are currently viewing.

## Screen

### How to Find This Command

Pull down the **Capture** menu and you will see this command.

### Description and Use of This Command

This command allows you to capture a Screen and offers a brief tutorial on how to do so.

#### Capture a Screen as Follows:

1. Open the application you want to capture.
2. Open Hijaak PRO without closing your application.
3. In Hijaak PRO, pull down the **Capture** menu and click on **Screen** (Alt+c, s). Hijaak PRO becomes minimized.
4. You will see an instruction screen that reminds you what the hotkeys are; click on **OK**.
5. Press the hotkeys.
6. You will see the **Windows Capture Options** dialog box. Select options and click on **OK**.  
For information on selecting Windows Capture Options, click on the following:  
[How to Capture a Windows Screen](#)
7. The dialog box will close. You will hear a beep indicating that the screen has been captured.

## Window/Object

### How to Find This Command

Pull down the **Capture** menu and you will see this command.

### Description and Use of This Command

This command allows you to capture a Window or an Object and offers a brief tutorial on how to do so.

#### Capture a Window or an Object as Follows:

1. Open the application you want to capture.
2. Open Hijaak PRO without closing your application.
3. In Hijaak PRO, pull down the **Capture** menu and click on **Window/Object** (Alt+c, w). Hijaak PRO becomes minimized.
4. You will see an instruction screen that reminds you what the hotkeys are; click on **OK**.
5. Press the hotkeys.
6. You will see the **Windows Capture Options** dialog box. Select options and click on **OK**. For information on selecting Windows Capture Options, click on the following:  
[How to Capture a Windows Screen](#)
7. DO NOT CLICK YOUR MOUSE YET. Move the mouse around the screen until the window or object you want to capture is emphasized. Then click the left mouse button. You will hear a beep indicating that your **Window** or **Object** has been captured.



## Area

### How to Find This Command

Pull down the **Capture** menu and you will see this command.

### Description and Use of This Command

This command allows you to capture an Area and offers a brief tutorial on how to do so.

#### Capture an Area as Follows:

1. Open the application you want to capture.
2. Open Hijaak PRO without closing your application.
3. Resize the Hijaak PRO screen so that it is taking up only part of the screen.
4. In Hijaak PRO, pull down the **Capture** menu and click on **Area** (Alt+c, a). Hijaak PRO becomes minimized.
5. You will see an instruction screen that reminds you what the hotkeys are; click on **OK**.
6. Press the hotkeys.
7. You will see the **Windows Capture Options** dialog box. Select options and click on **OK**.  
For information on selecting Windows Capture Options, click on the following:  
[How to Capture a Windows Screen](#)
8. Click the left mouse button and hold as you drag the mouse to define the rectangular area you want to capture. Release the mouse button. You will hear a beep indicating that the area has been captured.

## How to Import Images through the Windows Clipboard

1. Double-click on the Hijaak PRO icon located in the Hijaak PRO program group. You will see the Hijaak PRO icon at the bottom of your screen.
2. Click on the Hijaak PRO icon once to pull up the **System** menu, and select **Copy File to Clipboard** (Alt+Spacebar, Alt+o). You will see the **Import File** dialog box.
3. From the **Drives** drop-down list, select the drive of the file you want to import (Alt+v, Arrow keys).
4. From the **Directories** list box, select the directory of the file you want to import (Alt+d).
5. In the **File Name** area, type or select the name of the image you want to import (Alt+n).
6. [OPTIONAL] If options are available for your format and you want to select them, click on the **Options** button (Alt+o). You will see the **Source Options** dialog box. For more information, click on the following:  
[Source Options](#)
7. Click on **OK**. The image is copied to the Windows Clipboard. If you would like, you can now view the image using the Windows Clipboard Viewer (CLIPBRD.EXE).
8. In any Windows application that supports the Clipboard, pull down the **Edit** menu and select **Paste**. Hijaak PRO provides the image in the format requested by the pasting application. This process is called delayed rendering.

## Registration with File Manager

### How to Find This Procedure

Pull down the **Setup** menu and you will see this command.

### Description and Use of This Procedure

This procedure describes how to register HiJaak PRO with File Manager by associating supported format extensions. Once these associations are made, you can use OLE, drag-and-drop and double-clicking to view and/or import files directly from File Manager. For more information on OLE or Drag-and-Drop click on one of the following:

[OLE](#)

[Drag-and-Drop](#)

The first time you start up HiJaak PRO, it registers all HiJaak-supported formats with File Manager automatically, as long as those formats are not already registered with another application. Make sure that the formats that you need to use with HiJaak PRO are registered with File Manager by following the procedure below.

### Register HiJaak PRO as Follows

1. Open HiJaak PRO by double-clicking on its icon.
2. Pull down the **Setup** menu and select **Format Extensions** (Alt+s, x).
3. In the **Format Extensions** dialog box, click on **Register** (Alt+r).
4. In the **Register** dialog box, select **All Formats** and then click on **OK** (Alt+a, Enter).
5. Registration is done by file extension. Each extension can only be registered with one application. If there is a potential conflict with another application, HiJaak PRO gives you the option of whether to register a particular format. The dialog box "Ext. XXX is currently associated with *application*, OK to register with HiJaak instead?" appears. If you want to register the format with HiJaak PRO, click on **Yes** (Alt+y). If you want to retain your existing association, click on **No** to proceed to the next format (Alt+n). If you do not want to register any more formats, click on **Cancel** (Esc).
6. When registration is complete, the **Register** dialog box will disappear. Click on **OK** (Enter) to exit the **Format Extensions** dialog box.
7. If you decide that you no longer want HiJaak PRO associated with a particular file extension, you can change an extension's association by selecting **Associate** from the **File** menu in File Manager (Alt+f, a). For more information, consult your Windows User Guide.

## Drag-and-Drop

### Description and Use of This Procedure

Both drag-and-drop and double-clicking allow you to view and print files directly from File Manager. To use these capabilities, you must first register HiJaak PRO with File Manager.

For more information, click on the following:

[Registration with File Manager](#)

To learn how to use drag-and-drop and double-clicking, click on one of the following topics:

[View a file using Drag-and-Drop](#)

[View a file using Double-Clicking](#)

[Print a file using Drag-and-Drop](#)

## View a File Using Double-Clicking

### Description and Use of This Procedure

Using double-clicking, you can view a file in HiJaak PRO directly from File Manager. If HiJaak PRO is not running when you perform this procedure, double-clicking will open HiJaak PRO and view the file in its Main screen.

### View a File Using Double-Clicking as Follows:

1. Open File Manager.
2. Select the appropriate directory and double-click on the name of the image you want to view. HiJaak PRO automatically starts up and opens the file.
3. When finished viewing, pull down the **File** menu and click on **Exit** to return to File Manager (Alt+f, x).

## View a File Using Drag-and-Drop

### Description and Use of This Procedure

With drag-and-drop, you can use HiJaak PRO as a file viewer for one or more graphics files.

### View a File Using Drag-and-Drop as Follows:

1. Open HiJaak PRO by double-clicking on its icon.
2. Click on the down arrow in the upper-right corner of the HiJaak PRO Main screen to minimize it into a running icon.
3. Open File Manager.
4. Select the drive and directory of the image you want to view. Click and hold the mouse button down on the file name of the image you want to view.
5. Drag the file to the HiJaak PRO icon and drop it there by releasing the mouse button. The HiJaak PRO Main screen opens and displays the file you selected.

You can also use HiJaak PRO's drag-and-drop capabilities when the Main screen is open by dropping the file icon directly on the open window.

Finally, you can use drag-and-drop if the HiJaak PRO icon is inactive. If you do this, Program Manager creates another HiJaak PRO icon and gives it the same name as your selected file. You view the file by double-clicking on the new icon. This second icon is useful if the contents of the file change frequently. After closing the file and exiting HiJaak PRO, you can delete the icon by clicking on it once and pressing the **Delete** key.

### View Multiple Files as Follows:

1. Open HiJaak PRO by double-clicking on its icon.
2. Click on the down arrow in the upper-right corner of the HiJaak PRO Main screen to minimize it into a running icon.
3. Open File Manager.
4. Press the left mouse button and hold down the **Ctrl** key as you click on each file you want to view.
5. After you have selected the last file, release the **Ctrl** key, but continue to hold down the mouse button.
6. Drag the file icon to the HiJaak PRO icon and drop it there by releasing the mouse button. The HiJaak PRO Main screen opens and displays the files you selected.

## Print a File Using Drag-and-Drop

### Description and Use of This Procedure

HiJaak PRO allows you to print files to the default printer directly from File Manager using drag-and-drop.

### Print Files as Follows:

1. Double-click on the Print Manager icon. Click on the down arrow in the upper-right corner of the Print Manager window to minimize it into a running icon.
2. Open File Manager.
3. Select the file you want to print by clicking on it once and holding the mouse button down.
4. Drag the file icon to the Print Manager icon and drop it by releasing the mouse button.
5. You will see the HiJaak PRO **Print** dialog box. Specify your printing options and click on **OK**. The selected file is automatically sent to the printer.

**Note:** Windows allows you to drop only one file on the Print Manager at a time.

## Object Linking and Embedding

### Description and Use of This Procedure

HiJaak PRO is an Object Linking and Embedding (OLE) server. This feature allows you to place HiJaak objects, which are graphics images, into any client application. Client applications are usually desktop publishers and word processors. HiJaak PRO cooperates with OLE clients to allow you to create documents containing a variety of images. These documents are called compound documents. Although the Windows Clipboard Cut and Paste function is similar, OLE allows you to edit an object after you have inserted it. You can easily manipulate images without leaving the document.

Many applications, such as Microsoft Word, Ami Pro, Ventura and Excel, act as OLE clients. Since Windows Write is available to all Windows users, it will be used as an example in all discussions of OLE. The procedure for Windows Write is similar to the procedure for any other application.

In order to use OLE, you must first register HiJaak PRO with the selected file extensions. For information on this process, click on the following:

[Registration with File Manager](#)

For more information and examples of how to use OLE, click on one of the following:

[Object Linking](#)

[Editing Linked Objects](#)

[Object Embedding](#)

[Editing Embedded Objects](#)

If you are having problems embedding, click on the following:

[Troubleshooting OLE](#)



## Object Embedding

### Description and Use of This Procedure

This procedure describes how to place a graphics file into a client document using object embedding. You should embed an image if you need one complete document. For example, if you plan to work on your document at different workstations, you need all of the document's information saved in one file. Embedding allows this.

### Embed HiJaak PRO Objects in Windows Write as Follows:

1. Double-click on the Windows Write icon to open that application; it is usually located in the Accessories Program Group.
2. Open the document in which you want to embed a HiJaak object, and place your cursor where you want the upper-left corner of the image to appear.
3. Pull down the **E**dit menu and select **I**nset **O**bject (Alt+e, i). You will see the **I**nset **O**bject dialog box.
4. From the **O**bject **T**ype List box, select **H**iJaak **I**mage and click on **O**K.
5. HiJaak PRO starts up and the **O**pen dialog box appears. Select the image you want to embed in your Write document. Click on **O**K.
6. HiJaak PRO displays the selected file. Pull down HiJaak PRO **F**ile menu and select **U**ppdate **W**rite (Alt+f, u).
7. Processing occurs as the graphics file is embedded into your document. Pull down the **F**ile menu and select **E**xit and **R**eturn to **W**rite (Alt+f, x).
8. HiJaak PRO closes, and the image appears in your document.

For information on editing an embedded file, click on the following:

[Editing Embedded Objects](#)

## Editing Embedded Objects

### Description and Use of This Procedure

This procedure describes how to edit an embedded HiJaak object. Since an embedded file's data is saved in the document file, you can edit the object directly from your application. Since the embedded file retains a link to HiJaak PRO, HiJaak PRO will act as your editor. The editing changes you make to the object in HiJaak PRO will be updated in your application.

### Edit Embedded Objects as Follows:

1. Double-click on the embedded object. A frame with handles appears around the object, and HiJaak PRO starts up with the object appearing in the **Main** screen.
2. Perform any of the editing functions offered by HiJaak PRO.
3. Pull down the **File** menu and select **Update Write** (Alt+f, u).
4. Pull down the **File** menu and select **Exit and Return to Write** (Alt+f, x).

## Object Linking

### Description and Use of This Procedure

This procedure describes how to place a graphics file into a client document using object linking. You should link an image when you want a smaller file size. When you link, only the link joining the application, the object and HiJaak PRO is saved with the client application, not the entire image file. This keeps file size small. Linking is particularly useful because it allows you to maintain graphics files separately from your document files. Use HiJaak PRO to edit the files and they update automatically in your application.

### Link a HiJaak PRO Object in Windows Write as Follows:

1. Open HiJaak PRO.
2. Open the file that you want to link to your Write document.
3. Pull down the **E**dit menu and select **C**opy **A**s (Alt+e, a). You will see the **S**elect **C**lipboard **F**ormat dialog box. For raster images, select **W**indows **D**IB (Alt+d). For vector images, select **W**indows **W**MF (Alt+w). Select the appropriate format for your image and click on **O**K (Enter). Exit HiJaak PRO.
4. Open Windows Write.
5. Pull down the **E**dit menu and select **P**aste **S**pecial (Alt+e, e). You will see the **P**aste **S**pecial dialog box.
6. From the **D**ata **T**ype list box, select **H**iJaak **I**mage.
7. Click on **P**aste **L**ink. Your selected HiJaak PRO object will appear in your document.

**Note:** In step 7 of the above procedure, if you select **P**aste rather than **P**aste **L**ink, you will embed the object in your document, rather than link it to your document.

For information on editing linked objects, click on the following:

[How to Edit Linked Objects](#)

## Editing Linked Objects

### Description and Use of This Procedure

This procedure describes how to edit a linked HiJaak object. Since a linked object's data is saved only as a link between HiJaak PRO and your application, there are two ways to edit linked objects. You can edit linked HiJaak PRO objects from Windows Write or from HiJaak PRO.

### Edit Linked Objects as Follows:

#### To edit from Write:

1. In Windows Write, double-click on the linked object.
2. HiJaak PRO starts up with the object appearing in the **Main** screen. Perform any of the editing functions available in HiJaak PRO.
3. Pull down the **File** menu and select **Save** (Alt+f, s).
4. Pull down the **File** menu and select **Exit** (Alt+f, x). The linked object will be updated with your newest editing changes.

#### To edit from HiJaak PRO:

1. Start up HiJaak PRO and open the graphics file containing the linked object. Perform any of the editing functions available in HiJaak PRO.
2. Pull down the **File** menu and select **Save** (Alt+f, s). Pull down the **File** menu and select **Exit** (Alt+f, x).
3. Open Windows Write.
4. Open the document containing your linked object. You will receive a message asking if you want to update your document file with the edited version of the object. Select **OK**. The File Manager updates the Write document with the edited object.

## Troubleshooting OLE

### Description of the Problem

If the Registration Database has an incorrect or corrupt entry for "HiJaak Image," the following problems may occur:

- \* HiJaak PRO will beep when starting up and open to the **Main** menu rather than the **Open** dialog box.
- \* The **File** menu will not have an **Update Write** entry.
- \* Write will give the message "Unable to communicate with source application," when HiJaak PRO exits.

You can fix this problem using the Windows Registration Info Editor.

### Solve Registration Database Problem as Follows:

To add the Regedit icon:

1. From the Program Manager, click on the Accessories Group Window.
2. Pull down the **File** menu and select **New** (Alt+f, n). You will see the **New Program Object** dialog box.
3. Click on **Program Item** and then click on **OK** (i, Enter).
4. In the **Description** field, type **Regedit** (Alt+d).
5. In the **Command Line** field, type your path to Windows 3.1 followed by REGEDIT.EXE. Click on **OK** (Alt+c, Enter). The Regedit icon will be added to your Accessories Group.

To fix your Registration Database problems:

1. Double-click on the Regedit icon to open the Registration Info Editor.
2. Click on **HiJaak Image**.
3. Click on **Edit** and select **Delete File Type...** (Alt+e, d). You will receive the message, "Are you sure you want to delete 'HiJaak Image' File Type?" Click on **Yes** (y). "HiJaak Image" will disappear from the list.
4. Repeat steps 2 and 3 if more than one "HiJaak Image" entry exists.
5. Click on **File** and select **Exit** (Alt+f, x).
6. Start and Exit HiJaak PRO to re-register it for HiJaak Image.

**Note:** Registering for HiJaak Image is different from registering for file type because registering for HiJaak Image happens automatically whenever HiJaak PRO starts up.

## **Using Smuggler to Import Graphics Files**

You can use Smuggler to import graphics files into any application that supports pasting from the Windows Clipboard. For more information on using Smuggler to import graphics, click on the following: [HiJaak Smuggler](#)

## Generation of Output for Faxing

### Description and Use of This Procedure

Using HiJaak PRO, you can generate faxable output from any of your applications by using those application's print-to-disk capabilities.

You can set up one printer for all of your Windows applications. For information on how to set up a print-to-file option in Windows, where the output will be a HP LaserJet Printer Control Language file (PCL4), click on the following:

[Print to File in Windows](#)

For general information on how to create a faxable document, click on the following:

[General Faxing Information](#)

For information on creating faxes from your specific application, click on the following:

[Creating Faxes from CorelDRAW Files](#)

[Creating Faxes from PageMaker Documents](#)

[Creating Faxes from WordPerfect for DOS Documents](#)

[Creating Faxes from WordPerfect for Windows Documents](#)

[Creating Faxes from Word for Windows Documents](#)

## Print to File in Windows

### Set Up to Print to File in Windows as Follows:

1. Double-click on the Windows Control Panel icon. The Control Panel pops up.
2. Double-click on the Printers icon. You will see the **Printers** dialog box.
3. From the **Printers** dialog box, select **Add**. You will see the **Printers** list box.
4. Scroll through the list and click on **HP LaserJet Series II**.
5. Click on **Install**. You will see the **Install Driver** dialog box. Windows will prompt you to insert the proper Windows setup disk in Drive A. Insert the disk with the HPPCL driver on it. Click on **OK**.
6. Click on **Connect**. You will see the **Connect** dialog box. From the **Ports** list box, select **File**. Click on **OK**.
7. You will return to the **Printers** dialog box. Select **Setup**. You will see the **Setup** dialog box.
8. From the **Resolution** field, select **300 dots per inch**. Accept all the other defaults and click on **OK**.
9. Click on **Close** to exit the **Printers** dialog box.
10. Close the Control Panel.
11. Run your application.

Any Windows application will now print to file in LaserJet language when you select the HP LaserJet II printer on FILE from your application's **Printer Setup Options**. HiJaak PRO needs the file in LaserJet II language (PCL4) in order to convert it to fax format.

**Note:** If you need more information on how to set up your Windows environment to print to file, consult your Windows User Manual.



## General Faxing Information

### Description and Use of This Procedure

When you print a document to disk using the HP LaserJet II printer driver, the document converts to PCL4 format. HiJaak PRO can convert documents in PCL4 format to a FAX format. Use your fax software to transmit the file(s) that HiJaak PRO creates from your original document. The following procedure is generalized to apply to virtually all applications with print-to-disk capabilities.

### Create a Fax from Your Document as Follows:

1. Run the application that created the document you want to fax. Select **HP LaserJet Series II on FILE** from the **Printer Setup** menu. Open the document.
2. Print the document to disk naming it with a PCL extension. Be sure that **HP LaserJet II on FILE** is selected when you print to disk. Exit the application.
3. Run HiJaak PRO.
4. Using the **Convert** command in the **File** menu, convert the PCL print file to your FAX format. In order to select the correct extension for your fax device, select **Fax Type** from the **List Files of Type** box in the **Convert To** dialog box. If you have not yet configured HiJaak PRO for your fax card, you will see the **Configure Fax** dialog box. Select the fax card installed in your computer, and click on **OK**.
5. In the **Convert To** dialog box, click on **OK**. When the conversion completes, use your fax software to transmit the file(s) that HiJaak PRO creates from your document.

## CoreIDRAW

You can use HiJaak PRO with CoreIDRAW for the following:

- \* [Creating Screen Captures for CoreIDRAW](#)
- \* [Creating Faxes from CoreIDRAW Files](#)
- \* [Linking and Embedding HiJaak Objects in CoreIDRAW](#)
- \* [Placing Graphics Files in CoreIDRAW](#)

## **Linking and Embedding HiJaak Objects in CoreIDRAW**

HiJaak PRO is an OLE 1 server. As an OLE server, it provides an easy way to import graphics images into CoreIDRAW. These images are either embedded or linked in the CoreIDRAW file. If the image is embedded, then a copy of the image is saved with the file. If the image is linked, then a pointer to the image is saved with the file. After you establish an OLE connection, you can edit and update the linked or embedded images in the files.

To learn how to use OLE with CoreIDRAW, click on one of the following:

[Linking HiJaak Images in CoreIDRAW](#)

[Canceling Links in CoreIDRAW](#)

[Embedding HiJaak Objects in CoreIDRAW](#)

## Linking HiJaak Objects in CorelDRAW 4.0 and 5.0

### Description and Use of This Procedure

This procedure describes how to link a graphics file with a CorelDRAW file. This provides an easy method for importing graphics files into CorelDRAW. When you link HiJaak Images in CorelDRAW 4.0 or 5.0, only the link among HiJaak PRO, CorelDRAW and the image is saved. This keeps your CorelDRAW file small.

The following procedure uses ISIJET.WMF as an example of a graphics file that might be linked with a CorelDRAW file. This file is located in the INSET\SAMPLES directory. If you did not install the sample files, you will not have this file; however, the following procedure is the same for other files as well.

### Link HiJaak Images in CorelDRAW 4.0 or 5.0 as Follows:

1. Open HiJaak PRO.
2. Open ISIJET.WMF. It is located in your INSET\SAMPLES directory.
3. Pull down the **E**dit menu and select **C**opy **A**s (Alt+e, a). You will see the **S**elect **C**lipboard **F**ormat dialog box.
4. Select the appropriate format for your image. For ISIJET.WMF, select **W**indows **W**MF (w). Click on **O**K. Exit HiJaak PRO.

**Note:** When you are saving a file to the clipboard in order to link or embed it, save vector files to Windows WMF file format and raster images to Windows DIB. For information on raster and vector images, click on the following:

[Vector and Raster Images Defined](#)

5. Open CorelDRAW 4.0 or 5.0. Open the file in which you want to create the link.
6. Pull down the **E**dit menu and select **P**aste **S**pecial. You will see the **P**aste **S**pecial dialog box.
7. In the **D**ata **T**ype box (**A**s area), click on **H**iJaak **I**mage.
8. Click on **P**aste **L**ink and click on **O**K. The image you selected appears in the center of the CorelDRAW page.

For information on canceling links in CorelDRAW, click on the following:

[Canceling Links in CorelDRAW](#)

## Canceling Links in CoreIDRAW 4.0 and 5.0

### Description and Use of This Procedure

This procedure allows you to delete the link joining HiJaak PRO and CoreIDRAW 4.0 or 5.0 without deleting the OLE object from the CoreIDRAW file.

### Cancel a Link as Follows:

1. Click on the object whose link you want to cancel.
2. Pull down the **Edit** menu and click on **Links**. You will see the **Links** dialog box.
3. Click on **Break Link** to cancel the link. Click on the **Close** button to close the **Links** dialog box.

## Embedding HiJaak Objects in CorelDRAW

### Description and Use of This Procedure

This procedure describes how to embed a graphics file within a CorelDRAW file. This provides an easy method for importing graphics files into CorelDRAW. When you embed a HiJaak image in a CorelDRAW 4.0 or 5.0 file, all the information associated with the image is saved with the file. No separation between the two files exists. Your CorelDRAW file is "self-contained"; that is, if you move your file to another PC, the image will move also.

The following procedure uses GOLDN256.IFF as an example of a graphics file that might be embedded within a CorelDRAW file. This file is located in the INSET\SAMPLES directory. If you did not install the sample files, you will not have this file; however, the following procedure is the same for other files as well.

### Embed HiJaak Images in CorelDRAW 4.0 or 5.0 as Follows:

1. Open the CorelDRAW 4.0 or 5.0 file into which you want to embed an object.
2. **VERSION 4.0:** Pull down the **File** menu, select **Insert Object**. You will see the **Insert Object** dialog box.  
**VERSION 5.0:** Pull down the **Edit** menu, select **Insert Object**. You will see the **Insert Object** dialog box.
3. In the **Object Type** list box, click on **HiJaak Image**. Click on **OK**.
4. HiJaak PRO starts up with its **Open** dialog box. Select the drive and directory where you installed HiJaak PRO. From the **File Name** list box, select GOLDN256.IFF (Alt+n). Click on **OK**.
5. From the HiJaak PRO **File** menu, select **Update CorelDRAW** (Alt+f, u).
6. From the HiJaak PRO **File** menu, select **Exit & Return to CorelDRAW** (Alt+f, x). The image appears in the center of the CorelDRAW page.

## Converting and Placing Print Files in CorelDRAW

### Description and Use of This Procedure

Suppose you want to import an image into CorelDRAW from an application that does not support any of the formats that CorelDRAW can import directly. Chances are HiJaak PRO can help. Your application can probably export to one of the more than 75 formats that HiJaak PRO supports. If this is the case, you can use HiJaak PRO to convert the file to one of the recommended formats and then place the converted file in CorelDRAW. For more information on placing files in CorelDRAW, click on the following:

[Placing Graphics Files in CorelDRAW](#)

Suppose you want to place a file stored in a format not supported by CorelDRAW or HiJaak PRO. Even the most limited applications can usually print to disk in HP LaserJet II format (PCL4). You may, for example, have a relatively old DOS program that produces customized charts for your company. To use these charts in a CorelDRAW file, perform the following steps.

**Note:** You will lose any color information in your file when you use this procedure.

### Place a File Created by an Application With Limited Export Capabilities as Follows:

1. Open the application and open or create the image you want to import into CorelDRAW.
2. Use your application to print to disk in HP LaserJet II format. For more information on printing to disk, click on the following:  
[Print to File in Windows](#)
3. Exit the application.
4. Open HiJaak PRO. Convert the PCL print file to CDR.
5. Exit HiJaak PRO and place the converted file into your CorelDRAW file. For more information on placing files in CorelDRAW, click on the following:  
[Placing Graphics Files in CorelDRAW](#)

## Placing Graphics Files in CorelDRAW 4.0 and 5.0

The easiest way to place graphics files in CorelDRAW is to use Smuggler. For more information on using Smuggler, click on the following:

[HiJaak Smuggler](#)

If you are unable import a graphics file using Smuggler, you can use the following procedure.

### Description and Use of This Procedure

If you cannot place a file using Smuggler and want to place a file that is not in a format that CorelDRAW supports, you can use HiJaak PRO to convert the file to a format that CorelDRAW recognizes. The following procedure explains how to place a file in an unsupported format by using HiJaak PRO to convert the file to a format that CorelDRAW supports.

The following procedure uses GOLDN256.IFF as an example of a graphics file that might be placed within a CorelDRAW file. This file is located in the INSET\SAMPLES directory. If you did not install the sample files, you will not have this file; however, the following procedure is the same for other files as well.

**Tip:** If you want to use Smuggler to import a vector image into CorelDRAW, and then use CorelDRAW to edit that image, change the following line in your CORELDRW.INI file:

```
OLEConvertObjectsToDraw=0  
to  
OLEConvertObjectsToDraw=1
```

Once the vector image has been placed in CorelDRAW, separate the vector objects in the image by pulling down the **Arrange** menu and clicking on **Ungroup**.

### Place a File in a Format Not Supported by CorelDRAW as Follows:

1. Start HiJaak PRO. Open GOLDN256.IFF to view the image before conversion. HiJaak PRO supports CorelDRAW's CDR. Since you will be placing this file into CorelDRAW 4.0 or 5.0, convert to CDR.
2. If you want to perform any processing options, you may do so now.
3. Pull down the **File** menu and click on **Save As** (Alt+f, a). You will see the **Save As** dialog box.
4. From the **List Files of Type** list box (Alt+t), select **CDR CorelDRAW! (\*.CDR)**. "GOLDN256.CDR" will appear in the **File Name** field. Click on **OK**. HiJaak PRO converts the image GOLDN256.IFF to GOLDN256.CDR. To view the image before placing it into CorelDRAW, open the file GOLDN256.CDR.
5. Exit HiJaak PRO.
6. Run CorelDRAW 4.0 or 5.0 and open the file into which you want to place the image.
7. Pull down the **File** menu and click on **Open**. You will see the **Open** dialog box. Select GOLDN256.CDR from the **Files/Directories** list box. Click on **OK**.

**Note:** If you are placing a file in a format other than CDR, in step 7 above, open the File menu and click on Import. You will see the Import dialog box.

**Tip:** Some file formats are not recognized by either CorelDRAW or HiJaak PRO. However, if those formats are created by an application with print-to-disk capabilities, HiJaak PRO can convert the file to any of the raster formats that it supports. You can then place the file into your CorelDRAW file. For more information, click on the following:

[Converting and Placing Print Files in CorelDRAW](#)



## Creating Faxes from CorelDRAW 4.0 and 5.0 Files

### Description and Use of This Procedure

The following procedure explains how to print CorelDRAW 4.0 or 5.0 files to disk in HP LaserJet format and then convert the print file to your FAX format using HiJaak PRO. Using this technique, your faxed CorelDRAW files will arrive looking remarkably like LaserJet printed files. For more information on setting up your Windows 3.1 environment to do this, consult your Microsoft Windows User Guide or click on the following:

[Generation of Output for Faxing](#)

### Create a Fax from Your CorelDRAW File as Follows:

1. Make sure that **HP LaserJet Series II** is your selected Windows printer.
2. Start CorelDRAW 4.0 or 5.0.
3. From the **File** menu, select **Print Setup**. You will see the **Print Setup** dialog box.
4. Pull down the **Specific Printers** drop-down list and click on **HP LaserJet Series II on File**.
5. Click on **OK**.
6. Create the file you want to fax.
7. From the **File** menu, select **Print**. You will see the **Print** dialog box. Set your printer options and click on **OK**.
8. You will see the **Print To File** dialog box. In the **Output File Name** field, type a path and file name with a PCL extension. For example, if you want to place your file in the INSET subdirectory on the C:\ drive, type **C:\INSET\Filename.PCL**. Click on **OK**.
9. Exit CorelDRAW.
10. Run HiJaak PRO.
11. From the **File** menu, select **Convert** (Alt+f, v). You will see the **Convert From** dialog box.
12. Select the drive and directory of the file. In the **File Name** field, type **Filename.PCL** (Alt+n). Click on **OK**.
13. You will see the **Convert To** dialog box. Your file's name will appear in the **File Name** field with a new extension. To select the correct extension for your fax device, select **Fax Type** from the **List Files of Type** box (Alt+t, arrow). If you have not yet configured HiJaak PRO for your fax card, you will see the **Configure Fax** dialog box. Select the fax card installed in your computer, and click on **OK**.
14. In the **Convert To** dialog box, click on **OK**. When the conversion completes, you can use your fax software to transmit the file(s) that HiJaak PRO creates from your CorelDRAW file.

## Creating Screen Captures for CoreIDRAW 4.0 and 5.0

### Description and Use of This Procedure

We suggest that you convert HiJaak PRO captured objects, areas, windows and screens to the recommended formats. For information on recommended formats, click on the following:

[Recommended Formats for CoreIDRAW](#)

To learn how to capture a Windows screen, click on the following:

[How to Capture a Windows Screen](#).

## Recommended Formats for CoreIDRAW

If you want to place a file that is not in a format that CoreIDRAW supports, you can use HiJaak PRO to convert the file to a format that CoreIDRAW can read. Although each file is different, we recommend using HiJaak PRO to convert to either of the following formats before placing images into CoreIDRAW 4.0 or 5.0:

- \* Use CoreIDRAW (CDR) in most cases
- \* Use Computer Graphics Metafile (CGM) if CDR does not produce good results

To learn more about converting a file, click on the following:

[How to Convert a File](#)

## PageMaker

You can use HiJaak PRO with PageMaker for the following:

- \* [Creating Screen Captures for PageMaker](#)
- \* [Creating Faxes from PageMaker Documents](#)
- \* [Placing Graphics Files in PageMaker](#)

**PageMaker 5.0 Tip:** PageMaker 5.0 supports only CMYK color TIF files. If you need to place an RGB color TIF file into PageMaker 5.0, first open the file in HiJaak PRO. Pull down the **File** menu and select **Save As**, and save the file in TIF format using the **CMYK** flavor of TIF in the **Options** dialog box. You can then place the new CMYK version of the TIF file into PageMaker 5.0.

## Placing Graphics Files in PageMaker 4.0 and 5.0

The easiest way to place graphics files in PageMaker is to use Smuggler. For more information on using Smuggler, click on the following:

[HiJaak Smuggler](#)

**PageMaker 5.0 and Smuggler Tip:** When importing images into PageMaker 5.0 using Smuggler, you should set options to get the best image quality. After selecting the file name in the Smuggler dialog box, click on the Options button. You will see the Smuggler Processing Options dialog box. Click in the Horz. Resolution field and type 300. Click on the Vert. Resolution field and type 300. Click on OK. To import the image, click on OK in the Smuggler dialog box.

If you are unable to import a graphics file using Smuggler, you can use the following procedure.

### Description and Use of This Procedure

If you cannot place a file using Smuggler and want to place a file that is not in a format that PageMaker supports, you can use HiJaak PRO to convert the file to a format that PageMaker recognizes. The following procedure explains how to place a file in an unsupported format by using HiJaak PRO to convert the file to a format that PageMaker supports.

The following procedure uses GOLDN256.IFF as an example of a graphics file that might be placed within a PageMaker file. This file is located in the INSET\SAMPLES directory. If you did not install the sample files, you will not have this file; however, the following procedure is the same for other files as well.

### Place a File in a Format Not Supported by PageMaker as Follows:

1. Start HiJaak PRO. Open GOLDN256.IFF to view the image before conversion. This is a color raster file, so for best results, convert it to a TIF format to place the image into PageMaker 4.0 or 5.0. For information on the best destination formats to use when working with other source files, click on the following:  
[Recommended Formats for PageMaker](#)
2. If you want to perform any processing options, you may do so now.
3. Pull down the **File** menu and click on **Save As** (Alt+f, a). You will see the **Save As** dialog box.
4. From the **List Files of Type** list box (Alt+t), select **TIFF (\*.TIF)**. "GOLDN256.TIF" will appear in the **File Name** field. Click on the **Options** button (Alt+o). You will see the **TIF Raster Processing Options** dialog box.
5. Pull down the **Flavors** area and click on **PageMaker 4.0 & 5.0** (Alt+f, arrow). Click on **OK** to return to the **Save As** dialog box.
6. In the **Save As** dialog box, click on **OK**. HiJaak PRO converts the image GOLDN256.IFF to GOLDN256.TIF. To view the image before placing it into PageMaker, open the file GOLDN256.TIF.
6. Exit HiJaak PRO.
7. Run PageMaker 4.0 or 5.0 and open the document into which you want to place the image.
8. Pull down the **File** menu and click on **Place**. You will see the **Place File** dialog box. If you are using version 5.0, pull down the **List Files of Type** area and select **All Files**. Select GOLDN256.TIF from the **Files/Directories** list box. Click on **OK**.
9. The mouse pointer turns into an icon representing the graphics file. Move the cursor to the location in the document where you want to place the file. Click the mouse button once. GOLDN256.TIF appears in the document.

**Tip:** Some file formats are not recognized by either PageMaker or HiJaak PRO. However, if those formats are created by an application with print-to-disk capabilities, HiJaak PRO can convert the format to any of the raster formats that it supports. You can then place the file into your PageMaker document. For more information, click on the following:

[Converting and Placing Print Files in PageMaker](#)

## Recommended Formats for PageMaker

PageMaker 4.0 supports a number of formats including TIF, PCX, BMP, CGM, WMF, PGL and PIC. However, if you want to place a file that is not in one of these formats, you can use HiJaak PRO to convert the file to one of the above formats that PageMaker can read. Although each file is different, we recommend using HiJaak PRO to convert to the following formats before placing images into PageMaker 4.0 or 5.0:

- \* If you are placing a color or gray raster image in PageMaker 4.0 or 5.0, convert to TIF.
- \* If you are placing a color or gray vector image, convert to WMF.

To learn more about converting a file, click on the following:

[How to Convert a File](#)

**About TIFF:** To select the correct flavor of TIF, select TIF in the **List Files of Type** area of the **Convert To** or **Save As** dialog boxes. Click on the **Options** button and in the **Flavors** area, select **PageMaker 3.0 TIF** for gray files, and select **PageMaker 4.0&5.0 TIF (Windows)** for color files. To import color TIF files into PageMaker 5.0, select **CMYK** in the flavors area.

**PCX Tip:** If after placing into PageMaker 4.0 a PCX image converted by HiJaak PRO, you notice that the image is much larger than you expected or wanted, you can easily shrink the image in PageMaker using the following procedure:

1. Click on the Image. Handles will appear on the corners and edges of the frame.
2. Click on one of the handles and drag it in until the image is the size you want.

**Note:** This process may change the aspect ratio of the image. To keep the aspect ratio the same, hold down the **Shift** key as you drag.

## Converting and Placing Print Files in PageMaker

### Description and Use of This Procedure

Suppose you want to place a file stored in a format not supported by HiJaak PRO or PageMaker. Even the most limited applications can usually print to disk in HP LaserJet II format (PCL4). If, for example, you are using PageMaker 4.0 or 5.0 to prepare a book on music theory, you may want to import files from Music Printer Plus. Even though these two applications do not have a common format, you can perform the following procedure to place the file.

**Note:** You will lose any color information in your file when you perform the following steps.

### Place a File with Limited Export Capabilities as Follows:

1. Open Music Printer Plus and read in or create the image you want to import to PageMaker 4.0 or 5.0.
2. Use Music Printer Plus to print to disk in HP LaserJet II format (PCL4). For more information on printing to disk, click on the following:  
Print to File in Windows
3. Exit the application.
4. Open HiJaak PRO. Convert the print file to the format best suited to PageMaker, in this case, TIF.
5. Exit HiJaak PRO and place the converted file into your PageMaker 4.0 or 5.0 document.

## Creating Screen Captures for PageMaker 4.0 and 5.0

### Description and Use of This Procedure

We suggest that you convert HiJaak PRO captured objects, areas, windows and screens to the recommended formats. For information on recommended formats, click on the following:

[Recommended Formats for PageMaker](#)

To learn how to capture a Windows screen, click on the following:

[How to Capture a Windows Screen.](#)

**Tip:** For improved output on a black and white PostScript printer, set these options from the **Colors** menu:

- \* **Reduce Colors/Number of Colors: Same**
- \* **Grayscale**



## Creating Faxes from PageMaker 4.0 and 5.0 Documents

### Description and Use of This Procedure

The following technique prints PageMaker 4.0 or 5.0 documents to disk in HP LaserJet format and then converts the print file to your FAX format using HiJaak PRO. Using this technique, your faxed PageMaker documents will arrive looking remarkably like LaserJet printed documents. For more information on setting up your Windows 3.1 environment to do this, consult your Microsoft Windows User Guide or click on the following:

[Generation of Output for Faxing](#)

### Create a Fax from Your PageMaker Document as Follows:

1. Make sure that HP LaserJet Series II is your selected Windows printer.
2. Start up PageMaker 4.0 or 5.0. If you are using PageMaker 4.0, see VERSION 4.0. If you are using PageMaker 5.0, see VERSION 5.0.

#### VERSION 4.0:

3. From the **File** menu, select **Target Printer**. You will see the **Target Printer** dialog box.
4. From the **Printers** list box, double-click on **HP LaserJet Series II on File**. You will see a setup dialog box. Make sure resolution is set to 300 dots per inch. Click on **OK**.
5. In the **Target Printer** dialog box, click on **OK**.
6. You will receive a message, "Recompose entire publication for HP LaserJet Series II on File?" Click on **OK**.
7. Create the document you want to fax.

**Note:** You must create the document with HP LaserJet Series II as the target printer. If the document is created with another printer as the target (PostScript, for example), you will have to recompose the document for HP LaserJet Series II on File. Answering "Yes" will reformat the document and may cause unexpected font and formatting changes.

8. From the **File** menu, select **Print**. You will see the **Print** dialog box. Select **HP LaserJet Series II on FILE** from the **Printer** field. Set your printer options and click on **OK**. Go to step 9, below.

#### VERSION 5.0:

3. From the **File** menu, select **Page Setup**. You will see the **Page Setup** dialog box.
4. Pull down the **Compose to Printer** drop-down list and select **HP LaserJet Series II on File**.
5. In the **Target Printer Resolution** list box, make sure resolution is set to 300 dots per inch.
6. Click on **OK**.
7. Create the document you want to fax.

**Note:** You must create the document with HP LaserJet Series II as the target printer. If the document is created with another printer as the target (PostScript, for example), you will have to recompose the document for HP LaserJet Series II on File. Answering "Yes" will reformat the document and may cause unexpected font and formatting changes.

8. From the **File** menu, select **Print**. You will see the **Print Document** dialog box. Pull-down the **Print To** drop-down list and select **HP LaserJet Series II on FILE** from the **Printer** field. Set your printer options and click on **Print**.
9. You will now see the **Print To File** dialog box. In the **Output File Name** field, type the path where you want to place your file. For example, if you want to place your file in the INSET subdirectory on the C:\ drive, type **C:\INSET\Filename.PCL**. Click on **OK**.
10. Exit PageMaker.
11. Run HiJaak PRO.
12. From the **File** menu, select **Convert** (Alt+f, v). You will see the **Convert From** dialog box.
13. Select the drive and directory of the file. In the **File Name** field, type **Filename.PCL** (Alt+n). Click on **OK**.

14. You will see the **Convert To** dialog box. Your document's name will appear in the **File Name** field with a new extension. In order to select the correct extension for your fax device, select **Fax Type** from the **List Files of Type** box (Alt+t, arrow). If you have not yet configured HiJaak PRO for your fax card, you will see the **Configure Fax** dialog box. Select the fax card installed in your computer, and click on **OK**.
15. In the **Convert To** dialog box, click on **OK**. When the conversion completes, you can use your fax software to transmit the file(s) that HiJaak PRO creates from your PageMaker document.

## **WordPerfect 5.1 and 6.0 for DOS**

You can use HiJaak PRO with WordPerfect 5.1 and 6.0 for the following:

- \* [Placing Files in WordPerfect 5.1 and 6.0](#)
- \* [Creating Screen Captures for WordPerfect 5.1 and 6.0](#)
- \* [Creating Faxes from WordPerfect Documents](#)

## Placing Files in WordPerfect 5.1 and 6.0 for DOS

### Description and Use of This Procedure

WordPerfect does not recognize all formats. Use HiJaak PRO to convert your files into those formats WordPerfect supports. You can then place your graphics files into WordPerfect. For more information, click on the following:

[Placing Graphics Files in WordPerfect](#)

Some file formats are not recognized by either WordPerfect or HiJaak PRO. However, if those formats are created by an application with print-to-disk capabilities, HiJaak PRO can convert the format to any of the raster formats that it supports. You can then place the file into your WordPerfect document. For more information, click on the following:

[Converting and Placing Print Files in WordPerfect](#)

For information on the file formats to which we suggest you convert, click on the following:

[Recommended Formats for WordPerfect](#)

## Recommended Formats for WordPerfect 5.1 and 6.0 for DOS

WordPerfect supports a number of formats including HPGL, IMG, TIF, PCX, MSP, CGM, GEM, DXF, WPG, PIC and EPS. However, if you want to bring in a file that is not in one of these formats, you can use HiJaak PRO to convert the file into a format WordPerfect can read. Although each file is different, we recommend using HiJaak PRO to convert to the following formats before placing images into WordPerfect 5.1 and 6.0:

- \* If you are bringing in a color raster image, convert to WPG.
- \* If you are bringing in a gray raster image, convert to TIF.
- \* If you are bringing in a color or gray vector image, convert to WPG.

To learn more about converting a file, click on the following:

[How to Convert a File](#)

**Tip for TIF:** If you want to create a 256 gray TIF file to bring into WordPerfect, choose the WordPerfect Mac flavor of TIF from HiJaak PRO's **Target Application** list when converting or saving the file. To find this list, click on the **Target App** button in the **Convert To** or **Save As** dialog box. Choosing the WordPerfect PC selection will result in a 16 gray TIF. Choosing TIF as a destination for a HiJaak PRO conversion of a 256 gray raster graphics file and using the halftone option gives the best printouts.

## Placing Graphics Files in WordPerfect 5.1 and 6.0 for DOS

### Description and Use of This Procedure

WordPerfect does not recognize certain formats; IFF is one. If you try to bring in an IFF file into WordPerfect for DOS, you will receive a message that the file is not in a supported format. You can use HiJaak PRO to convert the file into one that WordPerfect 5.1 or 6.0 can read.

The following procedure uses GOLDN256.IFF as an example of a graphics file that might be placed within a WordPerfect for DOS document. This file is located in the INSET\SAMPLES directory. If you did not install the sample files, you will not have this file; however, the following procedure is the same for other files as well.

### Place a File in a Format not Supported by WordPerfect 5.1 as Follows:

1. Run HiJaak PRO. Open GOLDN256.IFF to view the image before conversion. This is a color raster image, so for best results, you will convert it to a WPG format before bringing it into WordPerfect.
2. If you would like to perform any image processing options, you may do so now.
3. Click on **File** and select **Save As** (Alt+f, a). You will see the **Save As** dialog box.
4. From the **List Files of Type** list box (Alt+t), select **WordPerfect (\*.WPG)**. "GOLDN256.WPG" will appear in the **File Name** field. Click on **OK**. HiJaak PRO will convert the image GOLDN256.IFF to GOLDN256.WPG. If you would like to view the image before placing it into WordPerfect, use HiJaak PRO to open GOLDN256.WPG.
5. Exit HiJaak PRO.
6. Run WordPerfect 5.1 or 6.0. Open the document into which you would like to place the image, and position your cursor where you want the figure box to appear.
7. Press **Alt-F9**. If you are using 5.1 you will see the **Graphics** menu. If you are using 6.0, you will see the **Graphics** screen.
8. **VERSION 5.1:** Press **1** for Figure. You will see the **Figure** menu.  
Press **1** to Create. You will see the **Definition:Figure** menu.  
Press **1** for Filename.  
**VERSION 6.0:** Press **1** for Graphics Boxes; press **1** for Create.  
You will see the **Create Graphics** box.  
Press **1** for Filename.
10. Type your path to HiJaak PRO, followed by GOLDN256.WPG. Accept all other defaults. If you are using version 6.0, highlight the **OK** button. Press **Enter**.
11. GOLDN256.WPG appears in a figure box in the document.

**Tip:** The WordPerfect editor can display graphics images with 256 colors and grayscaled images if you have chosen a video driver with those capabilities. If you have a driver available, to choose it as follows:

1. Press **Shift-F1** to enter the **Setup** menu.
2. Press **2** for the Display option.
3. **VERSION 5.1:** You will see the **Setup:Display** menu. Press **2** to choose the **Graphics Screen Type** option and select the appropriate video driver.  
**VERSION 6.0:** You will see the **Display** box. Press **1** to choose the **Graphics Mode Screen Type/Colors** option. You will see the **Graphics Mode Screen Type/Colors** box.  
Press **1** for Screen Type. You will see the **Setup Graphics Screen Type** box.  
Select the appropriate driver.
4. Press **Enter** to select.
5. Press **F7** to exit the menu.

## Converting and Placing Print Files in WordPerfect 5.1 and 6.0 for DOS

### Description and Use of This Procedure

Suppose you want to import an image into WordPerfect 5.1 or 6.0 for DOS from an application that does not support any of the formats that WordPerfect can import directly. Chances are HiJaak PRO can help. Your application can probably export to one of the more than 75 formats that HiJaak PRO supports. If this is the case, you can use HiJaak PRO to convert the file to one of the recommended formats. For information on recommended formats, click on the following:

[Recommended Formats for WordPerfect](#)

If the application cannot export to a format that HiJaak PRO supports, even the most limited applications can usually print to disk in HP LaserJet II format. You may, for example, have a relatively old DOS program which produces customized charts for your company. To place a file from this program into a WordPerfect document, you can perform the following procedure.

**Note:** You will lose any color information in your file when you perform the following procedure.

### Place a File Created by an Application With Limited Export Capabilities as Follows:

1. Open the application and open or create the image you want to import into WordPerfect 5.1 or 6.0.
2. Use your application to print to disk in HP LaserJet II format. For more information on printing to disk, click on the following:  
[Print to File in Windows](#)
3. Exit the application.
4. Open HiJaak PRO. Convert the print file to the format best suited to WordPerfect 5.1 or 6.0: try WPG.
5. Exit HiJaak PRO and place the converted file into your WordPerfect document.

## Creating Screen Captures for WordPerfect 5.1 and 6.0 for DOS

### Description and Use of This Procedure

We suggest that you save HiJaak PRO captured objects, areas, windows and screens to the recommended formats. For information on recommended formats, click on the following:

[Recommended Formats for WordPerfect.](#)

To learn how to capture a Windows screen, click on the following:

[How To Capture a Windows Screen.](#)

**Tip:** For improved output on a black and white PostScript printer, set these **Color** options:

- \* **Reduce Colors/Number of Colors: Same**
- \* **Grayscale**

**WPG Tip:** When converting a captured text screen to WPG and using the **All Colors to Black** option, the output will occasionally be white text on a black background. For a black text on a white background, check the **Reverse Black and White** option while performing the conversion.



## Creating Faxes from WordPerfect for DOS Documents

### Description and Use of This Procedure

The following technique prints WordPerfect 5.1 or 6.0 documents to disk in HP LaserJet II format (PCL4) and then converts the print file to your FAX format using HiJaak PRO. Using this technique, your faxed documents will arrive looking remarkably like LaserJet printed documents.

### Create a Fax from your WordPerfect Document as Follows:

1. Run WordPerfect 5.1 or 6.0 for DOS and open the document you want to fax.
2. Press **Shift-F7** simultaneously. If you are using version 5.1, you will see the **Printer** menu. If you are using version 6.0, you will see the **Print/Fax** box.
3. Press **S** to select printer.
4. From the **Select Printer** screen, use the arrow keys to highlight and select **HP LaserJet Series II**.
5. From the **Select Printer** menu, press **3** to Edit.
6. From the **Select Printer Edit** menu, press **2** to select Port. You will see a list of possible printer ports.
7. **VERSION 5.1:** Press **8** to select Other. You will be prompted for a device or file name.  
**VERSION 6.0:** Press **8** to select Filename.
8. Type your path to HiJaak PRO and a file name with a PCL extension. For example, if your version of HiJaak PRO is installed on the C: drive, type **C:\INSET\Filename.PCL**.
9. Press **F7** to exit each of the menus until you reach the **Printer** menu (version 5.1) or the **Print/Fax** box (version 6.0). Press **1** to print the whole document to the file name you specified in step 8.
10. Exit WordPerfect.
11. Run HiJaak PRO.
12. From the **File** menu, select **Convert** (Alt+f, v). You will see the **Convert From** dialog box.
13. In the **File Name** field, type **Filename.PCL**. Click on **OK**.
14. You will see the **Convert To** dialog box. Your document's name will appear in the **File Name** field with a new extension. In order to select the correct extension for your fax device, select **Fax Type** from, the **List Files of Type** box (Alt+t, arrow). If you have not yet configured HiJaak PRO for your fax card, you will see the **Configure Fax** dialog box. Select the fax card installed in your computer, and click on **OK**.
15. In the **Convert To** dialog box, click on **OK**. When the conversion completes, you can use your fax software to transmit the file(s) that HiJaak PRO created from your WordPerfect for DOS document.

## **WordPerfect for Windows 5.2 and 6.0**

You can use HiJaak PRO with WordPerfect for Windows for the following:

- \* [Creating Screen Captures for WordPerfect for Windows](#)
- \* [Creating Faxes from WordPerfect for Windows Documents](#)
- \* [Linking and Embedding HiJaak Objects in WordPerfect for Windows](#)
- \* [Placing Graphics Files in WordPerfect for Windows](#)

## Recommended Formats for WordPerfect for Windows

WordPerfect for Windows supports a number of formats including BMP, CGM, DXF, EPS, GEM, IMG, MSP, PCX, PIC, PNTG, PGL, TIF, WMF and WPG. However, if you want to place a file that is not in one of these formats, you can use HiJaak PRO to convert the file into a format that WordPerfect for Windows can read. Although each file is different, we recommend using HiJaak PRO to convert to the following formats before placing images into WordPerfect for Windows:

- \* If you are retrieving a gray raster image, convert to TIF.
- \* If you are retrieving a color raster image, convert to PCX, or convert to TIF and select WordPerfect (PC) in the **Flavors** area of the **Options** dialog box.
- \* If you are retrieving a color or gray vector image, convert to WPG.

To learn more about converting a file, click on the following:

[How to Convert a File](#)

## Placing Graphics Files in WordPerfect 5.2 and 6.0 for Windows

The easiest way to place graphics files in WordPerfect for Windows is to use Smuggler. For more information on using Smuggler, click on the following:

[HiJaak Smuggler](#)

If you are unable import a graphics file using Smuggler, you can use the following procedure.

### Description and Use of This Procedure

WordPerfect for Windows does not recognize certain formats; IFF is one. If you try to use the **Retrieve** selection under the **Graphics** menu to retrieve an IFF file, WordPerfect for Windows gives you an incompatible file format message. You can use HiJaak PRO to convert the file into one WordPerfect can read.

The following procedure uses GOLDN256.IFF as an example of a graphics file that might be placed within a WordPerfect for Windows document. This file is located in the INSET\SAMPLES directory. If you did not install the sample files, you will not have this file; however, the following procedure is the same for other files as well.

### Retrieve a File in a Format not Supported by WordPerfect for Windows as Follows:

1. Run HiJaak PRO. Open GOLDN256.IFF to view the image before conversion. This is a color raster file, so for the best results, you will convert it to PCX format before bringing it into WordPerfect. For information on the best destination format for other types of source files, click on the following:  
[Recommended Formats for WordPerfect for Windows](#)
2. If you would like to perform any image processing options, you may do so now.
3. Click on **File** and select **Save As** (Alt+f, a). You will see the **Save As** dialog box.
4. From the **List Files of Type** list box (Alt+t), select **PC Paintbrush (\*.PCX)**. GOLDN256.PCX will appear in the **File Name** field. Click on **OK**. HiJaak PRO will convert GOLDN256.IFF to GOLDN256.PCX. If you would like to view the converted image before placing it into WordPerfect, open the file GOLDN256.PCX.
5. Exit HiJaak PRO.
6. Start WordPerfect for Windows and open the document into which you would like to bring GOLDN256.PCX. Place the cursor at the desired insertion point.
7. **VERSION 5.2:** From the **Main** menu select **Graphics**; select **Figure**; select **Retrieve**. You will see the **Retrieve Figure** dialog box.  
**VERSION 6.0:** From the **Main** menu select **Graphics**; select **Figure**. You will see the **Insert Image** dialog box.
8. In the **Filename** field, type in your path to HiJaak PRO followed by GOLDN256.PCX.
9. Click on **Retrieve** (version 5.2) or **OK** (version 6.0). GOLDN256.PCX appears in the document at the specified insertion point.

**Tip:** Some file formats are not recognized by either WordPerfect for Windows or HiJaak PRO. However, if those formats are created by an application with print-to-disk capabilities, HiJaak PRO can convert the format to any of the raster formats that it supports. You can then place the file into your WordPerfect document. For more information, click on the following:

[Converting and Placing Print Files in WordPerfect for Windows](#)

## **Linking and Embedding HiJaak Objects in WordPerfect 5.2 and 6.0 for Windows**

HiJaak PRO is an OLE 1 server. As an OLE server, it can help you integrate images with text in a WordPerfect for Windows document. These images are either embedded or linked in the document. If the image is embedded, then a copy of the image is saved with the document file. If the image is linked, then a pointer to the image is saved with the document file. After you establish an OLE connection, you can edit and update the linked or embedded images in the documents.

To learn how to use OLE with WordPerfect for Windows, click on one of the following:

[Linking HiJaak Images in WordPerfect for Windows](#)

[Editing HiJaak Images Linked in WordPerfect for Windows](#)

[Canceling Links in WordPerfect for Windows](#)

[Embedding HiJaak Objects in WordPerfect for Windows](#)

[Editing Embedded Objects in WordPerfect for Windows](#)

## Linking HiJaak Images in WordPerfect 5.2 and 6.0 for Windows

### Description and Use of This Procedure

This procedure describes how to link a graphics file with a WordPerfect for Windows document. This provides an easy way to import graphics files into WordPerfect documents, while still being able to edit the image. When you link HiJaak images in WordPerfect 5.2 or 6.0 for Windows, only the link among HiJaak PRO, WordPerfect for Windows and the image is saved. This keeps your WordPerfect for Windows document small. For information on editing linked HiJaak images in WordPerfect 5.2 or 6.0 for Windows, click on the following:

[Editing HiJaak Images Linked in WordPerfect 5.2 for Windows](#)

The following procedure uses ISIJET.WMF as an example of a graphics file that might be linked with a WordPerfect for Windows document. This file is located in the INSET\SAMPLES directory. If you did not install the sample files, you will not have this file; however, the following procedure is the same for other files as well.

### Link a HiJaak Image in WordPerfect 5.2 or 6.0 for Windows as Follows:

1. Open HiJaak PRO.
2. Open ISIJET.WMF. It is located in your INSET\SAMPLES directory.
3. Pull down the **E**dit menu and select **C**opy As (Alt+e, a). You will see the **Select Clipboard Format** dialog box.
4. Select the appropriate format for your image. For ISIJET.WMF, select **Windows WMF (w)**. Click on **OK**. Exit HiJaak PRO.

**Note:** When you are saving a file to the clipboard in order to link or embed it, save vector files to Windows WMF file format and raster images to Windows DIB. For information on raster and vector images, click on the following:

[Vector and Raster Images Defined](#)

5. Open WordPerfect 5.2 or 6.0 for Windows. Open the document in which you want to create the link.
6. Place the cursor where you want the upper-left corner of the HiJaak image to display.
7. **VERSION 5.2:** Pull down the **E**dit menu and select **P**aste Link.  
**VERSION 6.0:** Pull down the **E**dit menu and select **P**aste Special. You will see the **Paste Special** dialog box.  
In the **Data Type** area, select **P**icture.  
Click on **P**aste Link.
8. ISIJET.WMF appears in your document at the point you specified.

**Tip:** If the image you linked appears in the document larger than you expected or wanted, you can scale the image.

1. Click on the image. A frame with handles appears around the image.
2. Scale the image by clicking on a corner handle and dragging it to the size you want the image to be. If you grab and drag one of the side handles, the aspect ratio will distort.

## Canceling Links in WordPerfect 5.2 or 6.0 for Windows

### Description and Use of This Procedure

This procedure allows you to delete the link joining HiJaak PRO and WordPerfect 5.2 or 6.0 for Windows without deleting the OLE object from the WordPerfect for Windows document.

### Cancel a Link as Follows:

1. From the WordPerfect 5.2 or 6.0 for Windows **Main** menu, pull down the **Edit** menu and click on **Links**.  
You will see the **Links** dialog box.  
If you are using version 6.0, go to step 3.
2. If you are using version 5.2, in the **Link Types** area, click on the **Show OLE Links** radio button.
3. In the **Links** area, click on the link that you want to delete.
4. Click on the **Cancel Link** button. Click on **OK**.

## Editing HiJaak Images Linked in WordPerfect 5.2 and 6.0 for Windows

### Description and Use of This Procedure

This procedure describes how to use HiJaak PRO to edit a linked HiJaak object in WordPerfect for Windows.

### Edit Linked HiJaak Images in WordPerfect 5.2 or 6.0 for Windows as Follows:

1. Open the WordPerfect 5.2 or 6.0 for Windows document containing the linked object you want to edit.
2. Double-click the mouse when positioned over the linked image, or select the object, pull down the **Edit** menu and select **Edit HiJaak Image Object**.
3. HiJaak PRO starts up with the image appearing on its Main screen. Perform any of the editing or color operations offered by HiJaak PRO.
4. From the **F**ile menu, select **S**ave (Alt+f, s). From the **F**ile Menu, select **E**xit (Alt+f, x).
5. HiJaak PRO closes, and WordPerfect for Windows displays the updated image in your document.



## Embedding HiJaak Images in WordPerfect 5.2 and 6.0 for Windows

### Description and Use of This Procedure

This procedure describes how to embed HiJaak images within WordPerfect for Windows documents. This provides an easy way to import graphics files, while still being able to edit the image. When you embed a HiJaak image in a WordPerfect 5.2 or 6.0 for Windows document, all the information associated with the image is saved with the document. No separation between the two files exist. Your WordPerfect for Windows document is "self-contained," that is, if you move your document file to another PC, the image will move also. To learn how to edit embedded HiJaak images, click on the following:

[Editing HiJaak Images Embedded in WordPerfect 5.2 for Windows](#)

The following procedure uses GOLDN256.IFF as an example of a graphics file that might be embedded within a WordPerfect for Windows document. This file is located in the INSET\SAMPLES directory. If you did not install the sample files, you will not have this file; however, the following procedure is the same for other files as well.

### Embed HiJaak Images in WordPerfect 5.2 or 6.0 for Windows as Follows:

1. Open the WordPerfect 5.2 or 6.0 for Windows document in which you want to embed an object.
2. Place your cursor where you want the upper-left corner of the embedded image to display.
3. **VERSION 5.2:** From the **Insert** menu, select **Object**. You will see the **Object** dialog box.  
**VERSION 6.0:** From the **Insert** menu, select **Object**. You will see the **Insert Object** dialog box.
4. In the **Object Type** list box, click on **HiJaak Image**. Click on **OK**.
5. HiJaak PRO starts up with its **Open** dialog box. Select the drive where you installed HiJaak, and select the INSET\SAMPLES directory. From the **File Name** list box, select GOLDN256.IFF. Click on **OK**.
6. From the HiJaak PRO **File** menu, select **Update WordPerfect** (Alt+f, u).
7. From the HiJaak PRO **File** menu, select **Exit & Return to WordPerfect** (Alt+f, x). The image appears in the document in the place you selected.

## Editing HiJaak Images Embedded in WordPerfect 5.2 and 6.0 for Windows

### Description and Use of This Procedure

This procedure describes how to use HiJaak PRO to edit an object embedded within WordPerfect for Windows.

### Edit Embedded HiJaak Images as Follows

1. **VERSION 5.2:** Double-click on the object you want to edit, or select the object, pull down the **File** menu and click on **Edit HiJaak Image Object**.  
**VERSION 6.0:** Double-click on the object you want to edit, or select the object, pull down the **Edit** menu and click on **Edit HiJaak Image Object**.
2. HiJaak PRO starts up with the object appearing in its Main screen. Perform any of the editing functions available in HiJaak PRO.
3. Pull down the **File** menu and select **Update WordPerfect** (Alt+f, u).
4. Pull down the **File** menu and select **Exit & Return to WordPerfect** (Alt+f, x). The object appears in your WordPerfect for Windows document with the changes you specified in HiJaak PRO.

## Converting and Placing Print Files in WordPerfect for Windows

### Description and Use of This Procedure

Suppose you want to import an image into WordPerfect for Windows from an application that does not support any of the formats that WordPerfect for Windows can import directly. Chances are HiJaak PRO can help. Your application can probably export to one of the more than 75 formats that HiJaak PRO supports. If this is the case, you can use HiJaak PRO to convert the file to one of the recommended formats and then place the converted file in WordPerfect for Windows. For more information on placing files in WordPerfect for Windows, click on the following:

[Placing Graphics Files in WordPerfect for Windows](#)

Suppose you want to place a file stored in a format not supported by WordPerfect for Windows or HiJaak PRO. Even the most limited applications can usually print to disk in HP LaserJet II format (PCL4). You may, for example, have a relatively old DOS program which produces customized charts for your company. To use these charts in a WordPerfect for Windows document, perform the following steps.

**Note:** You will lose any color information in your file when you use this procedure.

### Place a File Created by an Application With Limited Export Capabilities as Follows:

1. Open the application and open or create the image you want to import into WordPerfect for Windows.
2. Use your application to print to disk in HP LaserJet II format. For more information on printing to disk, click on the following:  
[Print to File in Windows](#)
3. Exit the application.
4. Open HiJaak PRO. Convert the PCL print file to a TIF with the WordPerfect flavor.
5. Exit HiJaak PRO and place the converted file into your WordPerfect for Windows document.

For more information on placing files in WordPerfect for Windows, click on the following:

[Placing Graphics Files in WordPerfect for Windows](#)

## Creating Screen Captures for WordPerfect for Windows

### Description and Use of This Procedure

We suggest that you save HiJaak PRO captured objects, areas, windows and screens to the recommended formats. For information on recommended formats, click on the following:

[Recommended Formats for WordPerfect for Windows](#)

To learn how to capture a Windows screen, click on the following:

[How to Capture a Windows Screen](#)

**Tip:** For improved output on a black and white PostScript printer, set these **Color** options:

- \* **Reduce Colors/Number of Colors: Same**
- \* **Grayscale**

**WPG Tip:** When converting a captured text screen to WPG and using the **All Colors to Black** option, the output will occasionally be white text on a black background. For a black text on a white background check, the **Reverse Black and White** option while performing the conversion.

## Creating Faxes from WordPerfect for Windows Documents

### Description and Use of This Procedure

The following technique prints WordPerfect for Windows documents to disk in HP LaserJet II format (PCL4), and then converts the print file to your FAX format using HiJaak PRO. Using this technique, your faxed documents will arrive looking remarkably like LaserJet printed documents.

Before proceeding, make sure you have configured a Windows printer selection for the HP LaserJet Series II set up to print to file. For more information, click on the following:

[Generation of Output for Faxing](#)

### Create a Fax from your WordPerfect for Windows Document as Follows:

1. Run WordPerfect for Windows and open the document you want to fax.
2. From the **File** menu, select **Print**. You will see the **Print** dialog box.
3. In the **Current Printer** field, click on **Select**. You will see the **Select Printer** dialog box.
4. Select **Windows** from the **Printer Drivers** box .
5. From the **Available Printers** list box, select **HP LaserJet Series II on File**. Click on **Select**.
6. You will return to the **Print** dialog box; click on **Print**.
7. You will see the **Print to File** pop up box. Type in the path and file name of your document with PCL as the file extension. Click on **OK**.
8. When WordPerfect has finished printing, exit the application and open HiJaak PRO.
9. From the **File** menu, select **Convert** (Alt+f, v). You will see the **Convert From** dialog box.
10. In the **File Name** field, type the name of the print to disk file (Alt+n). Click on **OK**.
11. You will see the **Convert To** dialog box. Your document's name will appear in the **File Name** field with a new extension. In order to select the correct extension for your fax device, select **Fax Type** from, the **List Files of Type** box (Alt+t, arrow). If you have not yet configured HiJaak PRO for your fax card, you will see the **Configure Fax** dialog box. Select the fax card installed in your computer, and click on **OK**.
12. In the **Convert To** dialog box, click on **OK**. When the conversion completes, use your fax software to transmit the file(s) that HiJaak PRO created from your WordPerfect for Windows document.

## **Word for Windows 2.0 and 6.0**

You can use HiJaak PRO with Word for Windows for the following:

- \* [Linking and Embedding HiJaak PRO Objects in Word for Windows](#)
- \* [Creating Screen Captures for Word for Windows](#)
- \* [Creating Faxes from Word for Windows Documents](#)
- \* [Inserting Files in Word](#)

## Recommended Formats for Word

Word for Windows supports a number of formats, such as WMF, EPS, TIF, CGM, HPGL, WPG, DRW, PCX, BMP, DXF, PLT and Lotus PIC. However, if you want to place a file that is not in one of these formats, you can use HiJaak PRO to convert the file into a format Microsoft Word for Windows can read. Although each file is different, we recommend using HiJaak PRO to convert to the following formats before placing images into Microsoft Word for Windows:

- \* If you will be importing a raster image, convert to BMP.
- \* If you will be importing a vector image, convert to WMF.

To learn more about converting files, click on the following:

[How to Convert a File](#)

**WMF, TIF and PGL Tip:** Although Word for Windows supports these formats, there are times that files in these formats will not import into Word. If this happens, open the file in HiJaak PRO. From HiJaak PRO, save it in its original format or the format of your choice. Word for Windows will now import the file.

## Inserting Graphics Files in Word

The easiest way to place graphics files in Word is to use Smuggler. For more information on using Smuggler, click on the following:

[HiJaak Smuggler](#)

If you are unable import a graphics file using Smuggler, you can use the following procedure.

### Description and Use of This Procedure

Microsoft Word for Windows does not recognize certain file formats; IFF is one. If you try to place an IFF file, Microsoft Word for Windows gives you the message "The Graphics filter was unable to convert this file." You can use HiJaak PRO to convert the file into one Microsoft Word for Windows can read.

The following procedure uses GOLDN256.IFF as an example of a graphics file that might be placed within a Word for Windows document. This file is located in the INSET\SAMPLES directory. If you did not install the sample files, you will not have this file; however, the following procedure is the same for other files as well.

**Note:** Word for Windows supports 16 color display and 256 color printouts. If you are importing a 256 color graphic into Word, it might not display as you expect. It will, however, print as you expect. If an accurate display is your priority, use HiJaak PRO to reduce the number of colors to 16. From HiJaak PRO **Edit** menu, select **Reduce Colors**. In the **Number of Colors** field, select 16. Click on the **Optimize Palette** check box. HiJaak PRO will match the closest 16 colors to those in your 256 color image. You may also link or embed your 256 color image. Linked and embedded images both display and print in 256 color. For information on using object linking and embedding to import a file into a Word document, click on the following:

[Linking and Embedding HiJaak Objects in Word](#)

### Insert a Graphics File in Word as Follows:

1. Run HiJaak PRO.
2. Click on the **File** menu and select **Open** (Alt+f, o) You will see the **Open** dialog box. Select the drive where you installed HiJaak, and select the INSET\SAMPLES directory. In the **File Name** list box, double-click on GOLDN256.IFF to view the image before conversion (Alt+n). This is a color raster file, so for the best results, you will convert it to BMP format to import into Microsoft Word for Windows.
3. Click on **File** and select **Save As**. (Alt+f, a) You will see the **Save As** dialog box.
4. Click on the **Target App** button (Alt+a). You will see the **Target Application** dialog box. From the list box, select **Word for Windows 2.0** if you are using version 2.0; select **Word for Windows 6.0** if you are using version 6.0. Click on **OK**. HiJaak PRO selects BMP as the best format for a file being imported into Word for Windows. For more information on file formats that should work well with Word, click on the following:  
[Recommended Formats for Word](#)
5. Click on the **Options** button. You will see the **Raster Processing Options** dialog box. Click on the **Grayscale** check box (Alt+g). Click on **OK** to return to the **Save As** dialog box.
6. In the **Save As** dialog box, select the drive and directory to which you want to save your converted file. Click on **OK**. HiJaak PRO converts the image GOLDN256.IFF to GOLDN256.BMP. If you would like to view the image before placing it into Microsoft Word for Windows, open the file GOLDN256.BMP.
7. To exit HiJaak PRO, pull down the **File** menu and click on **Exit** (Alt+f, x).
8. Run Microsoft Word for Windows. Open the document into which you want to place the image.
9. Place the cursor where you want the upper-left corner of GOLDN256.BMP to appear.
10. Pull down the **Insert** menu, select **Picture**. You will see the **Picture** dialog box.
11. Select the drive and directory where you saved GOLDN256.BMP. In the **File Name** box, select GOLDN256.BMP.
12. Click on **OK**. GOLDN256.BMP appears in the document in the place you selected.



**Tip:** Some file formats are not recognized by either Word for Windows or HiJaak PRO. However, if those formats are created by an application with print-to-disk capabilities, then HiJaak PRO can convert the format to any of the raster formats that it supports. You can then place your file into your Word document. For more information, click on the following:

[Converting and Inserting Print Files in Word](#)

## Linking and Embedding HiJaak Objects in Word

### Description and Use of This Procedure

HiJaak PRO is an OLE 1 server. As an OLE server, it can help you integrate images with text in a Word for Windows document. These images are either embedded or linked in the document. If the image is embedded, then a copy of the image is saved with the document file. If the image is linked, then a pointer to the image is saved with the document file. After you establish an OLE connection, you can edit and update the linked or embedded images in the documents.

To learn how to use OLE with Word for Windows, click on one of the following:

[Linking HiJaak Images in Word](#)

[Embedding HiJaak Objects in Word](#)

[Editing HiJaak Images Linked in Word](#)

[Editing Embedded Objects in Word](#)

## Linking HiJaak Images in Word

### Description and Use of This Procedure

This procedure describes how to link a graphics file with a Word for Windows document. This provides an easy way to import graphics files into Word documents, while still being able to edit the image. When you link HiJaak Images in Word, only the link among HiJaak PRO, Word for Windows and the image is saved. This keeps your Word document small, and allows you to update the image dynamically, either using Word for Windows or HiJaak PRO as the editor. For information on editing linked HiJaak images in Word, click on the following:

[Editing HiJaak Images Linked in Word](#)

The following procedure uses ISIJET.WMF as an example of a graphics file that might be linked with a Word document. This file is located in the INSET\SAMPLES directory. If you did not install the sample files, you will not have this file; however, the following procedure is the same for other files as well.

### Link a HiJaak Image in Word as Follows:

1. Open HiJaak PRO.
2. Open ISIJET.WMF. It is located in your INSET\SAMPLES directory.
3. Pull down the **E**dit menu and select **C**opy **A**s (Alt+e, a). You will see the **Select Clipboard Format** dialog box.
4. Select the appropriate format for your image. For ISIJET.WMF, select **Windows WMF** (w). Click on **OK**. Exit HiJaak PRO.

**Note:** When you are saving a file to the clipboard in order to link or embed it, save vector files to Windows WMF file format and raster images to Windows DIB. For information on raster and vector images, click on the following:

[Vector and Raster Images Defined](#)

5. Open Microsoft Word for Windows. Open the document in which you want to create the link.
6. Place the cursor where you want the upper-left corner of the HiJaak image to display.
7. Pull down the **E**dit menu and select **P**aste **S**pecial. You will see the **Paste Special** dialog box.
8. **VERSION 2.0:** From the **Data Type** box, select **Picture**. Select **Paste Link**.  
**VERSION 6.0:** Select **Paste Link**. From the **As** area of the dialog box, select **Picture**. Click on **OK**.
9. ISIJET.WMF appears in your document at the point you specified.

**Tip:** If the image you link appears in the document larger than you expected or wanted, you can scale the image.

1. Click on the image. A frame with handles appears around the image.
2. Scale the image by clicking on a corner handle and dragging it to the size you want the image. If you grab and drag one of the side handles, the aspect ratio will distort.

## Editing HiJaak Images Linked in Word

### Description and Use of This Procedure

This procedure describes how to use HiJaak PRO to edit an object linked with a Word document.

### Edit Linked HiJaak Images in Word as Follows:

1. Open the Word for Windows document containing the linked object you want to edit.
2. Double-click the mouse when positioned over the linked image.
3. HiJaak PRO starts up with the image appearing on its Main screen. Perform any of the editing functions offered by HiJaak PRO.
4. From the **F**ile menu, select **S**ave (Alt+f, s). From the **F**ile Menu, select **E**xit (Alt+f, x).
5. HiJaak PRO closes, and Word displays the updated image in your document.

## Embedding HiJaak Images in Word

### Description and Use of This Procedure

This procedure describes how to embed a graphics file within a Word for Windows document. This provides an easy way to import graphics files into Word documents, while still being able to edit the image. When you embed a HiJaak image in a Word document, all the information associated with the image is saved with the document. No separation between the two files exist. Your Word document is "self-contained"; that is, if you move your document file to another PC, the image will move also. To learn how to edit embedded HiJaak images, click on the following:

[Editing HiJaak Images Embedded in Word](#)

The following procedure uses GOLDN256.IFF as an example of a graphics file that might be embedded within a Word document. This file is located in the INSET\SAMPLES directory. If you did not install the sample files, you will not have this file; however, the following procedure is the same for other files as well.

### Embed HiJaak Images in Word as Follows:

1. Open the Word document in which you want to embed an object.
2. Place your cursor where you want the upper-left corner of the embedded image to display.
3. From the **Insert** menu, select **Object**. You will see the **Object** dialog box.
4. In the **Object Type** list box, click on **HiJaak Image**. Click on **OK**.
5. HiJaak PRO starts up with its **Open** dialog box. Select the drive where you installed HiJaak, and select the INSET\SAMPLES directory. From the **File Name** list box, select GOLDN256.IFF (Alt+n). Click on **OK**.
6. From the HiJaak PRO **File** menu, select **Update Microsoft Word** (Alt+f, u).
7. From the HiJaak PRO **File** menu, select **Exit & Return to Microsoft Word** (Alt+f, x). The image will appear in the document in the place you selected.

## Editing HiJaak Images Embedded in Word

### Description and Use of This Procedure

This procedure describes how to use HiJaak PRO to edit an object embedded within a Word document.

### Edit Embedded HiJaak Images as Follows:

1. In Word, double-click on the object you want to edit.
2. HiJaak PRO starts up with the object appearing in its Main screen. Perform any of the editing functions available in HiJaak PRO.
3. Pull down the **F**ile menu and select **U**ppdate **M**icrosoft **W**ord (Alt+f, u).
4. Pull down the **F**ile menu and select **E**xit & **R**eturn to **M**icrosoft **W**ord (Alt+f, x). The object appears in your Word document with the changes you specified in HiJaak PRO.

## Converting and Inserting Print Files in Word

### Description and Use of This Procedure

Suppose you want to place a file stored in a format not supported by HiJaak PRO or Word for Windows. Even the most limited applications can usually print to disk in the HP LaserJet II PCL format. You may, for example, have a relatively old DOS program which produces customized charts for your company. Even though these two applications do not have a common format, you can perform the following procedure to place the file.

**Note:** You will lose any color information in your file when you use this procedure.

### Insert a File with Limited Export Capabilities as Follows:

1. Open your application and read in or create the image you want to import into Word for Windows.
2. Use your application to print to disk in HP LaserJet II format. For more information on printing to disk, click on the following:  
Print to File in Windows
3. Exit the application.
4. Open HiJaak PRO. Convert the print file to the format best suited to Word for Windows: try the Microsoft Word flavor of TIF.
5. Exit HiJaak PRO and insert the converted file into your Word for Windows document.

**Note:** Once the graphic print file is in HiJaak PRO, you can also link it to Word for Windows using OLE.

## Creating Screen Captures for Word for Windows

### Description and Use of This Procedure

We suggest that you convert HiJaak PRO captured objects, areas, windows and screens to the recommended Word for Windows formats. For information on recommended formats, click on the following:

[Recommended Formats for Word](#)

To learn how to capture a Windows screen, click on the following:

[How to Capture a Windows Screen](#).

**Tip:** For improved output on a black and white PostScript printer, set these **Color** options:

- \* **Reduce Colors/Number of Colors: Same**
- \* **Grayscale**



## Creating Faxes from Word for Windows Documents

### Description and Use of This Procedure

The following procedure describes how to print Microsoft Word for Windows documents to disk in HP LaserJet II format (PCL4), and then convert the print file to your FAX format using HiJaak PRO. Using this technique, your faxed Microsoft Word for Windows documents will arrive looking remarkably like LaserJet printed documents. For more information on setting up your Windows environment to do this, consult your Microsoft Windows User Guide or click on the following:

[Generation of Output for Faxing](#)

### Create a Fax from Your Word for Windows Document as Follows:

1. Make sure that HP LaserJet Series II is your selected Windows default printer.
2. Run Microsoft Word for Windows, and open the document you would like to fax.
3. From the **File** menu, select **Print Setup**. You will see the **Print Setup** dialog box.
4. From the **Printer** list box, double-click on **HP LaserJet Series II on FILE**. This selects the printer and exits the **Print Setup** dialog box.
5. From the **File** menu, select **Print**. You will see the **Print** dialog box. Make sure **HP LaserJet Series II on FILE** is the selected printer in the **Printer** field. Set printer options and click on **OK**.
6. You will see the **Print To File** dialog box. In the **Output File Name** field, type the path and file name with a PCL extension.
7. Exit Word.
8. Run HiJaak PRO.
9. From the **File** menu, select **Convert** (Alt+f, v). You will see the **Convert From** dialog box.
10. In the **File Name** field, type **Filename.PCL** (Alt+n). Click on **OK**.
11. You will see the **Convert To** dialog box. Your document's name will appear in the **File Name** field with a new extension. In order to select the correct extension for your fax device, select **Fax Type** from the **List Files of Type** box (Alt+t, arrow). If you have not yet configured HiJaak PRO for your fax card, you will see the **Configure Fax** dialog box. Select the fax card installed in your computer, and click on **OK**.
12. In the **Convert To** dialog box, click on **OK**. When the conversion completes, you can use your fax software to transmit the file or files that HiJaak PRO creates from your Microsoft Word for Windows document.

## Icons

### Description and Use of This Feature

HiJaak PRO allows you to convert any supported file into an icon for use in the Windows Program Manager.

### How to Add Icons to the Program Manager

1. Use HiJaak PRO to convert your graphics file to the ICO format. To learn how to convert files, click on the following:  
[How to Convert a File](#)
2. In the Windows Program Manager, click once on the icon you want to replace.
3. Pull down the Program Manager **F**ile menu and click on **P**roperties (Alt+f, p). You will see the **Program Item Properties** dialog box.
4. Click on the **C**hange Icon button (Alt+i). You will see the **Change Icon** dialog box.
5. Click on the **B**rowse button (Alt+b). You will see the **Browse** dialog box.
6. Select the drive and directory where you saved your ICO file in step 1. Click on the name of the file you want to use as your icon.
7. Click on **OK** in each dialog box to change the selected icon.

## TWAIN

### How to Find This Feature in HiJaak PRO

Access TWAIN from the **File** menu using the **Select Source** and **Acquire** menu items.

### Description and Use of This Feature

TWAIN is a protocol developed by leading graphics hardware and software companies that allows images to be transferred between hardware and software. HiJaak PRO's TWAIN support allows you to bring images into HiJaak PRO from your graphics hardware. Using Smuggler or OLE, you can import these images into your documents, presentations, spreadsheets, etc. For more information on using Smuggler or OLE, click on one of the following:

[HiJaak Smuggler](#)

[Object Linking and Embedding](#)

Use TWAIN to import images from Desktop Scanners, Hand-held Scanners, Slide Scanners, Frame Grabbers and Digital Cameras.

To import an image from your graphics hardware using the TWAIN interface, first, use HiJaak PRO to select your hardware, then proceed with the import.

### Select Your Hardware as Follows:

1. Pull down the **File** menu and select **Select Source** (Alt+f, e). You will see a list of all available TWAIN devices.
2. Click on the graphics hardware device from which you want to import an image. Click on **OK**.

### Import an Image as Follows:

1. Pull down the **File** menu and select **Acquire** (Alt+f, q). You will see an **Acquire** dialog box.
2. Acquire dialog boxes vary from device to device. See your graphics hardware documentation for more information.
3. Fill in the dialog box and click on **OK**. The image will import into HiJaak PRO.

**Note:** When HiJaak PRO acquires black and white or grayscale images from some scanners, the image will appear inverted in HiJaak PRO. The image is inverted if it looks like a photographic negative of the original. To fix this problem, with the inverted image open and active in HiJaak PRO, pull down the **Colors** menu and select **Invert Colors** (Alt+o, i).

## Destination File Formats

The following table lists many popular applications and the raster and vector file formats that should produce the best results when converting a file for use in a particular applications. If you are converting a file, you can have HiJaak PRO pick the best format for use with a particular application. In the **Save As** or **Convert To** dialog box, click on the **Target App** button. You will see the **Target App** dialog box. Select the application with which you will use the converted file. HiJaak PRO will select the best format. For more information on converting files, click on the following:

[How to Convert a File](#)

<b>Application</b>	<b>Best Format Vector</b>	<b>Best Raster Format</b>
Ami Pro	PIC	PCX
Arts & Letters	WMF	TIF
CorelDRAW! 3.0 & 4.0	CGM	PCX
Corel Ventura for GEM	CGM	IMG
Corel Ventura for Windows	WMF	PCX
Describe	WMF	TIF
Designer 3.1	DRW	PCX
Designer 4.0	DRW	PCX
Freehand	-----	TIF
Freelance 4.0	CGM	TIF
Freelance for Windows 3.0	CGM	BMP
Harvard 3.0	CGM	PCX
Harvard for Windows	CGM	BMP
MultiMate	PIX	PIX
PageMaker 3.0	WMF	TIF
PageMaker 4.0 & 5.0	WMF	TIF
PageMaker 4.0 (MAC)	PCT	TIF
PC Paintbrush IV Plus	-----	PCX
PFS Publisher	WMF	MAC
PC Paintbrush 2.0	-----	PCX
Persuasion	WMF	TIF
Powerpoint	WMF	BMP
Signature	CGM	TIF
Word 5.5 DOS	EPS	PCX
Word for Windows 2.0	WMF	BMP
Word for Windows 6.0	WMF	BMP
Word 6.0 DOS	EPS	PCX
WordPerfect 5.1	WPG	WPG
WordPerfect 6.0	WPG	WPG
WordPerfect for Windows 5.2 & 6.0	CGM	WPG
WordStar 7.0	PIX	PIX
WordStar for Windows	WMF	TIF

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Hue

Incremental Rotation

Image-Process

Intensity Curve

Invert Colors

Undither

Units

Vector

Vertical Resolution

Zoom In

Zoom Out

**Absolute Rotation**

A Rotation option that turns the image the specified number of degrees from its initial orientation, regardless of how the image was rotated previously.

**Active Image**

The open image that has the input focus; that is, the image that can be edited or changed. The title bar of the active image is highlighted.



**All Colors to Black**

A Colors menu command and destination option that makes all colors in a vector image black and leaves all white unchanged. If there is no white in the image, All Colors to Black may result in an all-black image. Use it for 2-color text screens and/or CAD drawings.

**Aspect Ratio**

The height-to-width proportion of an image.

**Auto Palette**

The default palette HiJaak PRO uses to display images. When you have only one image open and both the image and your Windows display use 256 colors, Auto palette produces the best results. If these conditions are not met, HiJaak PRO automatically uses a Fixed Palette.

**Bezier**

A type of curve.

**Bitmap**

A rectangular array of dots, arranged to make a picture. Also called a raster.

**Brightness**

The amount of light in a image; or, in HiJaak PRO, a numerical description of how close an image's colors are to white.

**CAD**

Computer Aided Design. Used to describe engineering drawings created with CAD software applications such as AutoCAD. CAD images are vector graphics.

**Centerline**

A trace method that traces each line in an image separately, treating both lines and fills as lines, but with different line weights. This method is good for tracing blueprints, maps and schematics.



**Color Reduction**

The process of creating an image with fewer colors than the original image. This is usually done when a graphics file has more colors than the output device (monitor or printer) can produce. The HiJaak PRO Reduce Colors command can be used to reduce the number of colors in an image. Color Reduction methods include Halftone, Snap, Dither and Diffuse.

**Contrast**

The relationship between light areas and dark areas in an image.

**Convert**

The process of creating a new file by changing the original from one graphics format to another graphics format.

**Crop**

An Edit menu command that clips the image to a specified rectangular area.

**Delayed Rendering**

The process by which HiJaak PRO cuts or copies an image to the Windows Clipboard. When you instruct HiJaak PRO to copy an image to the Windows Clipboard, it delays putting the image into the Clipboard until you instruct another application to paste. When the Paste command is selected, HiJaak PRO copies the image in the format that the pasting application requests.

**Destination Image**

The image that is created after a conversion. If you convert ROSE.PCX to ROSE.BMP, then ROSE.BMP is the destination image.

**Dest-Only Options**

Options that, when memorized, are memorized only for the format to which you are converting.

**Destination Options**

Options that provide a means by which to edit, enhance or change an image during conversion. Destination Options tell HiJaak PRO how you want the converted file to look.



**Diffuse**

A method of color reduction that simulates colors or grays by placing pixels of other colors in patterns that change (or diffuse) gradually across the image.

**Distort Aspect**

A Resize option and destination option that changes the proportion of the height and width of an image. A value of 1 maintains the original aspect ratio; a value greater than 1 makes the image wider; and a value less than 1 makes the image taller.

**Dither**

A method of color reduction that simulates colors or grays by placing pixels of other colors in a set pattern.

**Dot**

The smallest unit in a printed bitmapped image. On an electronic display (monitor or television), this unit is called a pixel.

**Downloadable Font**

A raster font that can be copied from a disk to your printer. After the font has been copied, it is called a Downloaded Font. HiJaak PRO can use this type of font with PCL files.

**EMS**

Expanded Memory Specification. A way to increase your computer's memory above 1 megabyte.

**Edit**

In HiJaak PRO, editing means to change an image in any one of the following ways: by cropping, rotating, changing size, changing fonts or tracing.

**Embedded View**

A small bitmapped representation of an EPS file. Most applications cannot display EPS files. However, when a bitmap is included as part of the EPS file, a rough version of the EPS file can be displayed in most applications that cannot display the actual EPS file.



**Embedding**

The process of inserting an OLE object into a client application. All of the file information associated with the embedded object is saved with the document in the client application.

**Extension**

Letters added to the end of a file name to indicate the format of a particular file. Extensions can be no more than 3 letters.

**Fast Print**

A print option that allows the printer, rather than HiJaak PRO, to handle color processing and scaling. This makes printing faster because it saves the time that HiJaak PRO would spend processing color information and scaling.

**Fixed Palette**

A HiJaak PRO palette used to display images. This display palette does not change; all open images use the same palette.

**Flavor**

A variation of a file format. Although the format type stays the same, certain elements in the format can change slightly. Images using a different flavor of a format may be useless to certain applications.

**Flip**

A Rotate option that mirrors the active image either horizontally or vertically.

**Font**

A set of instructions of how characters in a certain typeface should look. Common fonts are Helvetica and Times New Roman.

**Format**

The unique manner in which a file's information is internally organized. A file format is a set of rules that defines how information is organized and where each element is placed within the file. Some common file formats are PCX, CGM and WMF.



**Format Specific Options**

Options that are available only to images in certain formats. Some examples of these options are Trim surrounding white space, Pen selection and Flavors.

**Frame**

Related to scaling, a designated height and width for an image. In HiJaak Browser, the border surrounding a thumbnail.

**Freecap**

The command that closes DOS capture when it is typed at the DOS prompt.

**Gamma Correction**

A change in the brightness of middle range areas in an image that does not affect the darkest and lightest areas. This option is located in the Contrast and Brightness dialog box.

**Generalization**

Related to trace, the process of recognizing a series of pixels as polylines or polygons.

**Generalization Tolerance**

The amount of generalization that HiJaak PRO will allow when tracing an image. A tolerance of zero allows no generalization and causes HiJaak PRO to trace the image exactly as it appears.

**Ghosted**

The state of an option or command when it is unavailable for selection. Synonyms are "grayed" "dimmed" and "disabled."

**Grayscale**

An image composed of gray in steps ranging from black to white; or, in HiJaak PRO, the Colors menu command and destination option that creates this effect. A grayscaled image looks like a black and white photograph.



**Halftone**

To simulate colors or grays by varying the placement and grouping of each pixel on an invisible grid. The more pixels in a certain area on the grid, the darker the shade. An image created this way is called a halftone. This option is located in the Reduce/Expand Colors dialog box.

**Halftone Cell**

A cluster of pixels arranged to simulate colors and/or grays in an image.

**Histogram Equalization**

An option that brings out detail in an image by analyzing similar colors and distributing them across the color spectrum. This distribution takes place by enlarging the minute differences between colors to make those differences more pronounced. This option is located in the Contrast and Brightness dialog box.

**Horizontal Resolution**

The number of pixels in an image measured horizontally (x value).

**Hotkey(s)**

Keyboard character(s) that, when pressed, invoke some action in HiJaak PRO. Hotkeys are used to start Windows capture and DOS capture.

**Hue**

Part of the HLS -- Hue, Luminosity, Saturation -- color model. The property of light by which the color of an object is classified as red, green, blue or yellow.

**Incremental Rotation**

A Rotate option that turns the image the specified number of degrees relative to the image's current orientation. For example, if an image is currently rotated 90 degrees, and you select a 180 degree incremental rotation, the resulting rotation will be 270 degrees from the original orientation.

**Intensity Curve**

A graph that displays how the levels of intensity of colors in the source file will be represented in the destination file. The curve changes to show the results of Contrast, Brightness and Gamma Correction settings. If these three settings are zero, the intensity curve is a straight diagonal line. If Contrast is increased, the slope of the intensity curve increases. If Brightness is changed, the curve shifts up or down, indicating that colors become lighter or darker, respectively. If Gamma Correction is changed, the curve bows up or down, indicating that the medium intensity colors become lighter or darker, respectively.



**Invert Colors**

A Colors menu command and destination option that reverses the colors in an image, making the image look like a photographic negative of the original.

**Linking**

The process of inserting an OLE object into an OLE client application by means of a link joining the server application, object and client application. Although the object appears in the client application, the file that the object represents is not part of the client document. When the linked file changes, the object is automatically updated in the client application.

**Luminosity**

Part of the HLS -- Hue, Luminosity, Saturation -- color model. The measure of brightness from a light source; the amount of light in an image.

**Memorize Settings**

A source option and destination option that causes the options set when a file is opened or converted or when a screen is captured to be "sticky"; that is, applied every time you do the same type of conversion or capture.

**Metafile**

A class of graphics that combines the properties of Raster and Vector graphics formats.

**Middletones (Middle Range)**

Colors that fall between the lightest and the darkest colors in an image.

**Moiré**

A regular, wavy pattern that repeats throughout an image and can make the image appear smudged or misaligned. This is sometimes caused during color reduction. A different color reduction method might solve the problem.

**Object Linking and Embedding**

A process that allows you to insert HiJaak PRO images into Object linking and embedding (OLE) client applications. The inserted image maintains its connection to HiJaak PRO to allow for easy editing.



**Objects**

The elements that compose a vector image. Objects include lines, circles, arcs, beziers and others.

**OLE**

Object Linking and Embedding. A process that allows you to insert HiJaak PRO images into OLE client applications. The inserted image maintains its connection to HiJaak PRO to allow for easy editing.

**OLE Client**

An application into which you can insert an OLE object.

**OLE Server**

An application that allows you to place its files into client applications.  
HiJaak PRO is an OLE server.

**Optimize Palette**

An option that selects the best collection of colors for a particular image. This option is useful when reducing the number of colors in an image. It is located in the Reduce/Expand Colors dialog box.

**Outline**

A trace method that outlines each element in the image and fills it with black, white or color. This method treats both lines and fills as filled areas. The Outline method is good for photographic images and artwork.

**Page in Width**

A View command that scales images that, at 100% size, are larger than the Main window. Page in Width scales such images to fit in the width of the Main window.

**PAL**

The extension used to designate a palette file associated with a Dr. Halo CUT image. The palette file contains the color information for the CUT image.



**Palette**

The collection of the colors used to display a particular image.

**Pen**

In Lotus PIC and HP Plotter PGL files, a Pen setting is associated with the ink device connected to a plotter. There are three variables per pen: number, width and color. Numbers range from 0-15 and widths from 1-16. HiJaak PRO offers a choice of 16 different display colors; however, when you print to your plotter, colors depend on those available with your plotter and the order of those colors.

**Pixel**

A combination of the words "picture" and "element."

The smallest unit in a bitmapped image represented on an electronic display (monitor or television). In a printed image, this unit is called a dot.

**Polygon**

A closed figure having 3 or more sides. Polygons are created when HiJaak PRO traces a raster image.

**Polyline**

An open figure with 2 or more sides. Polylines are created when HiJaak PRO traces a raster image.

**Print Trap**

The process of capturing information as it is being sent to the printer.

**Process**

In HiJaak PRO, image processing refers to features that change image quality. These features include Change Colors, Contrast/Brightness, Reduce Colors, Grayscale, All Colors to Black, Reverse Black and White, and Invert Colors.

**Image-Process**

In HiJaak PRO, image processing refers to features that change image quality. These features include Change Colors, Contrast/Brightness, Reduce Colors, Grayscale, All Colors to Black, Reverse Black and White, and Invert Colors.



**Raster**

A class of graphics in which images are created and organized using individual dots, called pixels, that are arranged in a rectangular array, called a bitmap. Raster images are usually created by scanners, fax machines or paint software applications.

**Reduction Method**

The process of creating an image with fewer colors than the original. This is usually done when a graphics file has more colors than the output device (monitor or printer) can display. The HiJaak PRO Reduce Colors command can be used to reduce the number of colors in an image. Color Reduction methods include Snap, Halftone, Dither and Diffuse.

**Registering**

The process by which HiJaak PRO claims ownership of an image it has copied to the Windows Clipboard. By claiming this ownership, HiJaak PRO becomes ready to convert the image to any HiJaak-supported format requested by the pasting application.

**Resident Font**

A font whose information is located in the printer.

**Resolution**

The size of an image expressed in number of pixels wide by number of pixels high; or, a measure of how closely packed an image's pixels should be displayed or printed, usually expressed in dots per inch (dpi).

**Reveal Background Color Objects**

A Colors menu command and destination option that inverts the color of objects that are the same color as the background of the image. The purpose of this is to show objects that would otherwise blend with the background and be hidden.

**Reverse Black and White**

A Colors command and destination option that replaces all black in an image with white, and all white with black.

**Saturation**

Part of the HLS -- Hue, Luminosity, Saturation -- color model. The purity of a color. A color with a saturation of 0 is completely gray; a color with a saturation of 100 contains no gray.



**Scale Factor**

The percentage at which an image is scaled. Normally, images are scaled at 100%. When an image is forced to fit in a certain space, this might change. The scale factor of an image is indicated beside the file name in the title bar of the image.

**Scale to Window**

A View command that makes images fit in the Main window when the Main window's size changes. The displayed portion of the image scales to the available window space.

**Scaling**

A Resize option and destination option that controls the manner in which a raster image is sized. Scaling is constrained by how an image will fit in a frame; some examples are Fit in Width, Fit in Height and Fit in Display.

**Screen Frequency**

The number of halftone cells per inch. There is an inverse relationship between Screen Frequency and the number of colors in an image. The lower the Screen Frequency, the lower the resolution, but the greater the number of grays or colors. The higher the screen frequency, the higher the resolution, but the fewer the number of colors or grays. HiJaak PRO allows a range from 1 to 10,000 dots per inch. This option is located in the Reduce/Expand Colors dialog box.

**Set File**

A file that contains specialized HiJaak options. The default HiJaak PRO set file is HJPRO.SET and is located in your WINDOWS directory. Other set files can be created to customize conversion and/or capture.

**Smoothing**

A Resize and Raster Processing option that reduces the blocky or jagged appearance of diagonal lines or curves in a raster image. This blocky or jagged appearance usually appears after scaling an image up (making it larger than the original).

**Smuggler**

A utility included with HiJaak Graphics Suite that allows you to import images into any application that supports pasting from the Windows Clipboard.

**Snap**

To simulate colors by matching each color, pixel for pixel, as close to the original as possible. This option is located in the Reduce/Expand Colors dialog box.



**Soft Font**

A font file located on your disk.

**Source**

The image you are opening or converting.

**Source/Dest Options**

Options that, when memorized, are memorized based on the format you are converting from and the format you are converting to.

**Source-Only Options**

Options that, when memorized, are memorized only for the source format.

**Source Options**

Options that tell HiJaak PRO how you want a file read before opening or converting it. They offer a means by which to edit, enhance or change an image. Source options are only available for the following formats: CGM, CLP, CUT, IGF, PCD, PCL, PGL, PIC and PIX.

**Sticky**

The behavior of some options in HiJaak PRO when they are memorized. When an option is sticky, and memorize settings is selected, the options will stick to the format on which it is performed and will happen every time an image in that format is selected. For example, if you change a font in a CGM file and save it, then every CGM file will open with that same font change.

**Stroke Fonts**

Text that is treated as a bitmap rather than as text. Once fonts are stroked, you can no longer edit them.

**Trace**

The process of converting an image in a raster format to one in a vector format.



**TWAIN**

A protocol that allows images to be brought into HiJaak PRO and other software applications from graphics hardware such as scanners, frame grabbers and digital cameras.

**Undither**

An option that re-creates color or gray patterns as solid colors when a raster image is traced. This option is located in the Trace dialog box.

**Units**

The quantity by which images are measured and output in HiJaak PRO. Units can be centimeters, inches, multiples, picas or pixels (vector images cannot be measured in pixels or multiples).

**Vector**

A class of graphics in which images are created and organized using drawing objects such as lines, circles and squares. Vector images are usually created by CAD, drawing, charting or graphing software applications.

**Vertical Resolution**

The number of vertical pixels in an image (y value).

**Zoom In**

A View option that makes the display of the active image larger.

**Zoom Out**

A View option that makes the display of the active image smaller.

## Formats Supported

The following table lists all graphics formats that HiJaak PRO allows you to import into your applications.

For a list of fax formats that HiJaak PRO supports, click on the following:

[Supported Fax Formats](#)

RASTER		VECTOR		METAFILE	
<u>ATT</u>	AT&T Group 4	<u>CGM</u>	Computer Graphics Metafile	<u>AI</u>	Encapsulated PostScript
<u>BMP</u>	Windows / OS/2	<u>DXF</u>	AutoCAD	<u>CDR</u>	CorelDRAW
<u>CAL</u>	CALS Raster	<u>EPS</u>	Encapsulated PostScript	<u>CLP</u>	Windows Clipboard <i>source only</i>
<u>CLP</u>	Windows Clipboard <i>source only</i>	<u>GCA</u>	IBM GOCA	<u>DRW</u>	Micrografx Draw
<u>CPR</u>	Knowledge Access	<u>GEM</u>	GEM Metafile	<u>PCT1</u>	Macintosh PICT1 <i>source only</i>
<u>CUT</u>	Dr. Halo	<u>IGF</u>	Inset Systems IGF	<u>PCT2</u>	Macintosh PICT2
<u>DBX</u>	DataBeam	<u>MCS</u>	MathCAD <i>destination only</i>	<u>PDW</u>	HiJaak Draw
<u>DIB</u>	Windows BMP	<u>MET</u>	PM Metafile <i>destination only</i>	<u>WMF</u>	Windows Metafile
<u>ED5</u>	EDMICS <i>source only</i>	<u>P10</u>	Tektronix Plot 10	<u>WPG</u>	WordPerfect Graphic
<u>ED6</u>	EDMICS <i>source only</i>	<u>PGL</u>	HP 7475A Plotter		
<u>EPS</u>	Encapsulated PostScript	<u>PIC</u>	Lotus		
<u>GED</u>	Wicat	<u>PIX</u>	Inset Systems PIX		
<u>GIF</u>	CompuServe	<u>TXT</u>	ASCII Text		
<u>ICA</u>	IBM IOCA				
<u>ICO</u>	Windows Icon				
<u>IFF</u>	Amiga ILBM				
<u>IGF</u>	Inset Systems IGF				
<u>IMG</u>	GEM Paint				
<u>JPG</u>	JPEG*				
<u>KFX</u>	Kofax Group 4				
<u>MAC</u>	MacPaint				
<u>MSP</u>	Microsoft Paint				
<u>NIF</u>	Navy Image File Format <i>source only</i>				
<u>PCD</u>	Kodak Photo CD <i>source only</i>				
<u>PCL</u>	HP Laser Jet II				
<u>PCX</u>	PC Paintbrush				
<u>PIX</u>	Inset Systems PIX				
<u>RAS</u>	Sun Raster				
<u>RLC</u>	Image Systems				
<u>RLE</u>	Windows Bitmap				
<u>SBP</u>	IBM Storyboard PIC <i>source only</i>				
<u>TGA</u>	Truevision				
<u>TIF</u>	TIFF				



*\* HiJaak Graphics Suite contains portions of image compression code owned by Pegasus Imaging Corporation, Tampa FL (813) 875-7575.*

## Supported Fax Formats

The following table lists all FAX formats that HiJaak PRO supports:

For a list of graphics formats that HiJaak PRO supports, click on the following:

[Formats Supported](#)

Extension	Format	Manufacturer	Fax Card	Mode	Multi Page	TIFF Hdr	G3	Special Notes
<b>F01</b>	ADT	AdTech	perfectfax	C			x	
<b>001</b>	SMF	American Data Tech.	SMARTFAX	B			x	
<b>301</b>	BRK	Brooktrout	Fax-Mail 96	B			x	
<b>001</b>	EZF	Calculus	EZ-Fax	B			x	
<b>SCI</b>	SCI	Cognition Sciences	SciFAX	F			x	Canon hardware
<b>001</b>	CPF	Complete PC	Complete FAX / Portable	B	x		x	
<b>001</b>	CPF	Complete PC	Complete (PC) FAX	B				Proprietary compression
<b>FAX</b>	EFX	Everex	Everfax 24/96 1.0	C	x	x	x	EFax2 software
<b>FAX</b>	EF3	Everex	Everfax 24/96 1.1	B	x	x	x	EFax3 software
<b>FAX</b>	F96	Frecom	Frecom FAX96	B			x	
<b>FAX</b>	DXN	Fujitsu	dexNET	B	x		x	Proprietary compression
<b>TIF</b>	GAM	GammaLink	Gamma Fax	B		x	x	
<b>FAX</b>	CG3	Generic	Generic fax				x	Group 3 data with no header
<b>001</b>	JTF	Hayes	JT Fax	B			x	
<b>FFF</b>	JET	Hybrid	JetFax	C				Proprietary compression
<b>DCX</b>	DCX	Intel	Connection CoProcessor	B	x			Modified PCX version
<b>OAZ</b>	OAZ	OAZ Communications	Net Fax Manager	B	x		x	
<b>F01</b>	PRD	Product R&D	R&D Fax Modem	C			x	
<b>FAX</b>	TEF	Relisys	TEFAX	B			x	
<b>001</b>	RIC	Ricoh	Fax Card / DX-1 Adapter	B			x	Compressed Ricoh only
<b>DCX</b>	DCX	Intel	SatisFAXtion	B	x			Modified PCX version
<b>DCX</b>	DCX	SpectraFAX	SpectraFAX	B	x			Modified PCX version
<b>F01</b>	TRI	TriGem	SoftFax	B			x	Proprietary compression
<b>001</b>	WPF	U.S. Robotics, Inc.	WorldPort 2496	B			x	SW=1.05 FirmW=2.3US
<b>FAX</b>	MIF	Xerox	MicroFax	F		x	x	

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### Table Notes

G3 -- Group 3 1D compression scheme (generic)

2D compression is used for storage/archival purposes normally cannot fax

### Modes

C=coarse only

F=fine only

B=coarse or fine, HiJaak defaults to fine

## **AI -- Encapsulated PostScript**

Adobe Illustrator Encapsulated PostScript Language is a metafile format with file type EPS and extension AI. AI files are native to Adobe Illustrator and are written as Encapsulated PostScript (EPS). EPS is a device independent page description language for printers. Its files are written in ASCII text. AI supports a variety of drawing primitives, advanced font handling, halftones, color effects and color separations. Many AI files contain an encapsulation header, which gives the reading application enough information about the PS file itself to enable it to be placed on a page and sent to a PostScript printer. This header may also contain a replica of the AI image in a format such as TIF or WMF. HiJaak calls an AI file with this type of header Viewable EPS.

**CDR -- CoreIDRAW**

CoreIDRAW is a metafile format created by Corel. A true metafile, CDR supports both raster and vector elements. HiJaak supports CDR versions 3 and 4.

**CGM -- Computer Graphics Metafile**

Computer Graphics Metafile is a metafile format with file type and extension CGM. This format is a standard for vector graphics interchange between vector draw packages. Although this format handles information as characters, binary words, or ASCII text, HiJaak reads only binary CGM. CGM supports objects such as lines, circles, ellipses, polygons, text strings and bitmaps. It also handles RGB color. HiJaak supports floating point CGM.

**DRW -- Micrografx Draw**

Micrografx Draw is a metafile format with file type DRW and extensions DRW, PIC and GRF. DRW is used for graphics information exchange by Micrografx applications. This format is a true metafile, handling Bezier curves, splines, parabolas, fountain fills, rasters and compression. This format also supports up to 16.7 million colors (24-bit).

**DXF -- AutoCAD**

AutoCAD Drawing Exchange Format is a computer aided design (CAD) vector format with file type and extension DXF. DXF is Autodesk's format for moving AutoCAD drawings to and from other applications. HiJaak-supported DXF files are ASCII encoded. This format supports nested images, block overlays, 3-D representation and user-specified floating point precision. HiJaak PRO supports AutoCAD drawings created in model or paper space and nonstandard DXF fonts. Note that HiJaak defines units in inches in DXF files.

**EPS -- Encapsulated PostScript**

Encapsulated PostScript Language is a metafile format with file type and extension EPS. EPS is a device independent page description language for printers. Its files are written in ASCII text. EPS supports a variety of drawing primitives, advanced font handling, halftones, color effects and color separations. Many EPS files contain an encapsulation header, which gives the reading application enough information about the PS file itself to enable it to be placed on a page and sent to a PostScript printer. Virtually any application can read this header, even if it cant read the EPS file. This header may also contain a replica of the EPS image in a format such as TIF or WMF. HiJaak calls an EPS file with this type of header Viewable EPS.



**GCA -- IBM GOCA**

IBM GOCA is a metafile format with file type GOCA and extension GCA. This format is used to convert images for use with IBM applications. It is also used to display images on IBM hardware. GCA supports 24-bit color nested images.

**GEM -- GEM Metafile**

GEM Metafile is a metafile format with file type and extension GEM. This format is the native vector file format for applications running under the Graphical Environment Manager (GEM) desktop. GEM supports RGB color representation, Bezier curves and graduated fills.

**IGF -- Inset Graphics Format**

Inset Graphics Format is a vector or raster format with file type and extension IGF. This format is the screen capture format used by HiJaak PRO's DOS Capture utility. Vector IGF does not support TrueType fonts.

**MCS -- MathCAD**

MathCAD is a vector format with file type and extension MCS. This format is the native format of the MathCad application. MCS consists of linear information and supports only the Polyline operator. Fills are not supported. HiJaak supports this format as destination only. You can convert files to MCS, but you cannot convert MCS files to any other format.

**MET -- PM Metafile**

Presentation Manager Metafile is a metafile format with file type and extension MET. This format is native to the OS/2 operating system and serves as the OS/2 clipboard format. HiJaak does not support raster information in MET files. HiJaak supports this format as destination only. You can convert files to MET, but you cannot convert MET files to any other format.

**PCT1 -- Macintosh PICT**

Macintosh PICT1 is a metafile format with file type PCT1 and extension PCT. This format is a native file format for the Macintosh Clipboard. PCT1 supports up to 8-bit color and can be compressed with MAC PackBits. PCT1 does not support grayscale, color corrections or Bezier curves.

**PCT2 -- Macintosh PICT**

Macintosh PICT2 is a metafile format with file type PCT2 and extension PCT. This format is the native file format for the Macintosh Clipboard. PCT2 supports 8, 24 and 32-bit colors and the RGB color model. Both color and monochrome PCT2 images can be compressed with MAC PackBits. PCT2 does not support Bezier curves.

**PIC -- Lotus**

Lotus PIC is a vector format with file type and extension PIC. This format is the native format of Lotus 1-2-3 PrintGraph and is used primarily for creating simple graphics from spreadsheet information. The PIC file format is modeled after plotter technology; therefore, line attributes are specified as if the output is being sent directly to a plotter. This format does not support fill or edge types, Bezier curves, or text rotated in increments of other than 90 degrees. Don't confuse this format with IBM Storyboard PIC; its extension in HiJaak is SBP.



**PIX -- Inset Systems PIX**

Inset Systems PIX is a raster format with file type and extension PIX. This format is used for screen capture by InSet versions 1 and 2. PIX files can contain both text and bitmaps.

**PGL -- Hewlett Packard 7475A Plotter**

Hewlett Packard Graphics Language (7475A Plotter) is a vector format with file type PGL and extensions PGL and PLT. This format is a vector drawing format that is used to describe plotter pen motion for creating line drawings. PGL has a number of commands for manipulating a bank of different pens: pen select, pen up or down, move to position, polygons, circles and some escape sequences. HiJaak supports the feature set of the HP 7475A plotter. HiJaak does not support PGL/2 files.

**P10 -- Tektronix Plot 10**

Tektronix Plot 10 is a vector format with file type and extension P10. The original P10 format was specified for Tektronix 4010 terminals and is only available in mainframe applications. P10 is a compressed format. It consists of only pen moves and draws. HiJaak reads 4010 and 4014 Plot 10 files.

**RLC -- Image Systems**

Image Systems' RLC format is a raster format that supports 1-bit color. RLC files support run-length compression and are primarily supported by CAD packages.

**WMF -- Windows Metafile**

Windows Metafile Format is a metafile format with file type and extension WMF. This format is the native internal file format of Windows 3.x. WMF supports both raster and vector information and 24-bit RGB color. Most Windows applications and the Windows Clipboard support this format.

**WPG -- WordPerfect Graphic**

WordPerfect Graphic is a metafile or a raster format with file type and extension WPG. This format is used primarily for graphics in the WordPerfect family of word processors. Bitmapped objects in this format are run-length encoded and may exhibit negative compression (become larger after compression). This format supports a maximum of 256 colors.

**TXT -- ASCII Text**

ASCII Text is a vector format with file type and extension TXT. Text files are composed of ASCII (American Standard Code for Information Interchange) characters and are created by text editors. Files that are created by word processing applications such as MS Word and WordPerfect can be saved as text files although this is not the default.

**ATT -- AT&T Group 4**

AT&T Group 4 is a compressed raster format with file type ATT and extensions ATT, IMG and CG4. This format uses CCITT Group 4 compression, supports a maximum of 2 colors and is used primarily for document storage.



**BMP -- Windows / OS/2 Bitmap**

Windows and OS/2 Bitmaps are raster formats with file type BMP and extensions BMP, RLE and DIB. This format is native to the Windows and OS/2 environments and is used primarily to store pictures and clip art. This format supports 1, 4, 8 and 24-bit color.

**CAL -- CALS Raster**

CALS Raster is a raster format with file type CALS and extension CAL. This format is primarily used for document storage by high-end CAD programs and by businesses that work for and with the US Department of Defense. CALS uses CCITT Group 4 compression. HiJaak supports version 1 MIL-D-28003 and MIL-D-28003A.

**CPR -- Knowledge Access**

Knowledge Access is a raster format with file type and extension CPR. This format is used to store graphics in Knowledge Access, a document retrieval application.

**CUT -- Dr. Halo CUT**

Dr. Halo CUT is a raster format with file type and extension CUT. This format was created for the paint package Dr. Halo III. It uses run-length compression to store images with 256 colors (8-bit). Cut images store color palette information in a separate palette file with a PAL extension.

**CLP -- Windows Clipboard**

Windows Clipboard is a raster, vector or metafile format with file type and extension CLP. CLP is the Windows Clipboard native format, and can therefore contain many different kinds of data. Because of this variety, HiJaak may not be able to support all CLP files correctly. HiJaak can support the following formats: TXT, Windows 2 BMP, WMF, TIF and DIB. Note that CLP files created on one system (computer, graphics cards and other hardware) may not convert properly on another system. This problem is called "system dependence." Bitmap DDB files are also system dependent and therefore could also cause problems.

**DBX -- DataBeam**

DataBeam is a raster format with file type DBX and extensions DBX and IMB. This format is primarily used for document storage and transfer in DataBeam turnkey systems. It supports 1, 2, 4 and 8-bit color files. DBX files can be compressed with Group 3 or Group 4 compression.

**DIB -- Windows Bitmap**

Device Independent Bitmap is a raster format with file type BMP and extensions BMP, RLE and DIB. This format is native to the Windows and OS/2 environments, and is primarily used to store pictures and clip art. This format supports 1, 2, 4, 8 and 24-bit color.

**ED5 -- EDMICS**

EDMICS 5 is a raster format with file type and extension ED5. ED5 is a document storage and retrieval format used by the US Navy. It supports a maximum of 2 colors and uses Group 4 CCITT compression. This format is similar to CALS Raster.



**ED6 -- EDMICS**

EDMICS 6 is a raster format with file type and extension ED6. ED6 is a document storage and retrieval format used by the US Navy. It supports a maximum of 2 colors and uses Group 4 CCITT compression. ED6 files are tiled. This format is similar to CALS Raster.

**GED -- Wicat**

Wicat is a raster format with file type and extension GED. This format is used for turnkey authoring systems by Wicat. It supports 1, 2, 4 and 8-bit files and uses RLE compression. This is a proprietary format not supported by many applications.

**GIF -- CompuServe**

CompuServe Graphics Interchange Format is a raster format with file type and extension GIF. This format is owned and used by CompuServe. GIF supports LZW compression, single and multiple images per file, interlaced and non-interlaced images, and color depths up to 256.

**ICA -- IBM IOCA**

IBM IOCA is a raster format with file type IOCA and extension ICA. This format is used to convert images for use with IBM applications. It is also used to display images on IBM hardware. ICA supports 24-bit color and many compression types. HiJaak only supports ICA with 2 colors, either uncompressed or compressed, using Group 3 or Group 4 compression. HiJaak fully supports ICA GDDM files.

**ICO -- Windows Icon**

Windows Icon is a raster format with file type and extension ICO. This format is used by Microsoft Windows to display interface elements (icons) representing files and programs. ICO supports 1, 4, 8 and 24-bit color and can contain several images. ICO files are very small.

**IFF -- Amiga ILBM**

Amiga ILBM is a raster format with file type IFF and extensions IFF, LBM and ILBM. This format is the standard format of Commodore Amiga computers. IFF supports text, graphics, sound and video. This format handles any color depth from 1 to 24-bit color (16.7 million colors). HiJaak supports only the raster graphics portion of IFF.

**IMG -- GEM Paint**

GEM Paint is a raster format with file type and extension IMG. This format is the native bitmapped file format of the GEM environment. IMG supports a fixed palette of 1 and 4-bit color. IMG images are compressed using an RLE method.

## **JPG -- JPEG**

JPEG (Joint Photographics Experts Group) is a compression algorithm for raster formats with file type JPEG and extensions JPG, JFF, JFIF, JIF and JTF (JPEG TIF). JPEG is a lossy compression scheme, meaning that there is a trade-off between image size and image quality. As size decreases, so does image quality. JPEG is, however, one of the best compression schemes available with photographic images, obtaining compression ratios of as much as 200:1, without severe loss of image quality.



**KFX -- Kofax Group 4**

Kofax Group 4 is a raster format with file type and extension KFX. This format is primarily a document storage and retrieval format for applications provided by Kofax. KFX is a highly compressed black and white image format based on the CCITT Group 4 specification.

**MAC -- MacPaint**

MacPaint is a raster format with file type MAC and extensions MAC, PCT, PNT and PIX. This format is the original black and white bitmapped format used by the MacPaint program that shipped with the Macintosh 128. This format supports 2 colors and a palette of patterns with 38 standard fills. It also uses the Mac PackBits compression scheme, which works well for drawn images, but not for photographic, dithered or complex images. MAC image size is limited to 720x576.

**MSP -- Microsoft Paint**

Microsoft Paint is a raster format with file type and extension MSP. This format is used primarily with the Microsoft Windows 2.0 paint program. MSP uses RLE compression and supports 2 colors.

**NIFF -- Navy Image File Format**

Navy Image File Format is a raster format with file type and extension NIF. This is a black and white, tiled format. Tiles may be uncompressed or compressed with Group 4 compression. HiJaak PRO supports NIFF as source only, with or without an 1840 type header.

**PCD -- Kodak Photo CD**

Kodak Photo CD is a raster format with file type and extension PCD. This format is a proprietary format developed by Eastman Kodak for scanning photographic images onto compact disks. Photo CD allows high quality, digital storage and manipulation of photographic images. PCD stores images in the following resolutions: 128x192, 256x285, 512x768, 1024x1536, 2048x3072.

**PCL -- HP LaserJet II Printer Control Language**

Hewlett Packard LaserJet II Printer Control Language is a metafile format with file type and extension PCL. PCL is a page description language designed to support the HP LaserJet and DeskJet printers. Although HP's most recent version is PCL5, HiJaak imports only PCL4 and handles them as raster. This means that all text in the PCL file will be rasterized and will not be editable. PCL is used mostly for creating fax files. This format reads PCL4 font files and has rich font capabilities.

**PCX -- PC Paintbrush**

PC Paintbrush is a raster format with file type PCX and extensions PCX and PCC. This format is a standard with a large number of applications on the IBM PC. PCX can store images up to 64Kx64K pixels in 24-bit color. PCX does not support the CMYK or HSV color models.

**RAS -- Sun Raster**

Sun Raster is a raster format with file type SUN and extensions RAS and SUN. This format is used for graphics on Sun Microsystems workstations. RAS supports black and white, 8-bit grayscale, and 1, 8 and 24-bit color.



**RLE -- Windows Bitmap**

Windows Bitmap is a raster format with file type BMP and extensions RLE, BMP and DIB. This format is native to the Windows and OS/2 environments, and is primarily used to store pictures and clip art. This format supports 24-bit color. RLE also compresses images using run-length encoding.

**SBP -- IBM Storyboard PIC**

IBM Storyboard PIC is a raster format with file type PIC and extensions SBP and PIC. This format is used with the application Storyboard Live!. It supports a maximum of 256 colors and uses RLE compression. This format does not support RGB images.

**TGA -- Truevision**

Truevision Targa is a raster format with file type and extension TGA. This format is a standard true color format, supporting 8, 15, 16, 24 and 32-bit color and an alpha channel. RGB color is supported by, and almost always used with TGA format files. Grayscale and color correction are also supported. Note that TGA is a flexible format with many variations; not all applications that support TGA will support a particular TGA file.

**TIF -- TIFF**

Tagged Image File Format is a raster format with file type TIFF and extension TIF. This format is a multi-platform format for raster or bitmapped graphics. Nearly every graphics application can read and write TIFF. TIF allows for 24 or 32-bit color, with the maximum color depth and color palette dependent on the class of TIF. Multiple images are allowed per file as well. Note that TIF is a very flexible format with many variations; not all applications that support TIF will support a particular TIF file.

**PDW -- HiJaak Draw**

HiJaak Draw is a metafile format. This format is owned by Gold Disk, Inc. It supports 1, 4, 8 and 24-bit color.

**FAX -- Fax Formats**

FAX formats vary in both type and extension. After setting up HiJaak PRO for your fax card, the Fax Type import filter will always refer to the fax card you selected. Fax formats often use Group 3 or Group 4 compression. They are often in either TIF or PCX format.

## Learning HiJaak PRO

For brief tutorials on HiJaak PRO, click on one of the following topics.

**IMPORTANT:** All of the tutorials in this section assume that you installed HiJaak Graphics Suite to C:\INSET. If you installed to another directory, replace C:\INSET with your path to HiJaak Graphics Suite.

### How to Open a File

This lesson will teach you how to open a file in HiJaak PRO.

### How to Print a File

This lesson will teach you how to print a file from HiJaak PRO. It will also teach you how to set the print options Zoom to Page and Brightness.

### How to Convert a File from One Format to Another

This tutorial will teach you how to use the Open the Save As method for converting a file from one graphics format to another. It will also teach you how to select the format based on the target application and how to grayscale the converted file.

### How to Capture an Object on the Windows Screen and Save it as a File

This lesson will teach you how to set Windows capture options and how to capture part of a Windows screen. It will also teach you how to change a color in an image and how save a file.

## How to Open a File

### Learning HiJaak PRO

**1. Click once on the File menu to pull it down and click on Open.**

You will see the Open dialog box.

**2. Click on the down arrow beside the Drives field and click on C:.**

This selects the C: drive as the location in which you will save the image.

**3. In the Directories area, double-click on the INSET directory, and then double-click on the TUTORIAL subdirectory.**

If the INSET directory is not visible, double-click on C:\ in the Directories area to move up one level. You will see the INSET directory. Then select the TUTORIAL subdirectory as described above.

**4. In the File Name area, click on LILY256.PCX. Click on OK.**

The file LILY256.PCX opens in the HiJaak PRO Main window.

If you continue with the next tutorial, click on the following:

[How to Print a File](#)

If you want to close the file, pull down the File menu and click on Close.

If you want to Exit HiJaak PRO, pull down the File menu and click on Exit.

For more information on opening files, click on the following:

[How to View a File](#)



## How to Print a File

### Learning HiJaak PRO

1. **If it is not open, open the file LILY256.PCX located in the C:\INSET\TUTORIAL subdirectory.**
  2. **Click once on the File menu to pull it down. Click on Print.**  
You will see the Print dialog box.
  3. **The selected printer is the one you have selected as the default in Windows.**  
If you want to print the file to another printer, click on the Setup button. You will see the Print Setup dialog box. To change the printer, click on the Specific Printer radio button and then click in the Specific Printer field. Click on the printer to which you want to send the file and click on OK.
  4. **To set print options, click on the Options button.**  
You will see the Print Options dialog box.
  5. **Click on the Zoom to Page button.**  
The Zoom to Page option increases the size of the image to fill as much of the page as possible without distorting the image. This dialog box contains a preview box which illustrates the changes you make to the image. Notice that the preview image now fills the page.
  6. **When you print an image, the image often exhibits dot gain. This dot gain is an excess of ink which causes the image to print darker than it should. To correct this problem, HiJaak PRO allows you to adjust the Brightness of the image. To adjust Brightness, click once on the Contrast/Brightness button.**  
You will see the Contrast and Brightness dialog box. This dialog allows you to change the contrast, brightness, gamma and histogram equalization of the printed image.
  7. **To increase the brightness of the printed image, double-click in the Brightness field and type 10. Click on OK to return to the Print Options dialog box.**
  6. **Click on OK to return to the Print dialog box. In the Print dialog box, click on OK to print the image.**
- If you want to continue with the next tutorial, click on the following:  
[How to Convert a File from One Format to Another](#)
- If you want to close the file, pull down the File menu and click on Close.
- If you want to exit HiJaak PRO, pull down the File menu and click on Exit.
- For more information on printing files, click on the following:  
[How to Print the View](#)

## How to Convert a File from One Format to Another

### Learning HiJaak PRO

HiJaak PRO offers three methods for converting files from one format to another. Converting is the process of creating a new file by changing the original from one graphics format to another. Converting files is useful if you want to use a file in an application that does not support the file type of the file. You can use HiJaak PRO to convert the file to a format that the application supports. In this lesson, you will use the Open then Save As method for converting a JPG file to a BMP file.

**1. Open the file BOATS.JPG located in the C:\INSET\TUTORIAL subdirectory.**

You will convert this file to a format appropriate for use in Word for Windows 6.0.

**2. Click once on the File menu to pull it down and click on Save As.**

You will see the Save As dialog box. This dialog box allows you to select a new name, location and format for the converted file.

**3. Click on the down arrow beside the Drives field and click on C:.**

This selects the C: drive as the location in which you will save the image.

**4. In the Directories area, double-click on the INSET directory, and then double-click on the TUTORIAL subdirectory.**

If the INSET directory is not visible, double-click on C:\ in the Directories area to move up one level. You will see the INSET directory. Then select the TUTORIAL subdirectory as described above.

**5. Click on the Target App button.**

You will see the Target Application dialog box. This dialog box allows you to select the application with which you will be using the converted file. When you select the application, HiJaak PRO selects the best format to import into that application.

**6. From the Target Application list box, click on Word for Windows 6.0. Click on OK to return to the Save As dialog box.**

In the File Name field, notice that the file name has changed to BOATS.BMP. HiJaak PRO selected the best format for use with Word for Windows 6.0--BMP.

**7. In the Save As dialog box, click on the Options button.**

You will see the BMP Raster Processing Options dialog box. This dialog box allows you to change the look of the converted file.

**8. Click once on the Grayscale check box to select it. Click on OK to return to the Save As dialog box.**

The converted file will be grayscale. Grayscale means that the image will contain shades of gray in steps ranging from black to white.

**9. In the Save As dialog box, click on OK to convert BOATS.JPG to BOATS.BMP.**

**10. To view the converted image, open the file BOATS.BMP located in the C:\INSET\TUTORIAL subdirectory.**

You can now use this Smuggler, OLE or Word for Windows' import facility to use the image in a Word for Windows document.

For more information on using Smuggler to import an image into Word for Windows, click on the following:

[Smuggler](#)

For more information on using OLE to import an image into Word for Windows, click on the following:

[OLE](#)

For more information on using Word for Windows' import facility to import an image into Word for Windows, refer to your Word for Windows documentation.

■ If you want to close the open images, pull down the File menu and click on Close All. Both images close.

■ If you continue with the next tutorial, click on the following:

[How to Capture an Object on the Windows Screen and Save it as a File](#)

■ If you want to Exit HiJaak PRO, pull down the File menu and click on Exit.

For more information on converting files from one format to another, click on the following:

[How to Convert a File](#)

## How to Capture an Object on the Windows Screen and Save it as a File

### Learning HiJaak PRO

In this tutorial, you will set Windows Capture Options and then capture the HiJaak PRO File menu. You can use HiJaak PRO's capture feature to capture all or part of the screen of any application running under Windows or DOS. Once you have captured an image and saved it as file, you can incorporate the image into your documents. For example, if you were writing a user guide for a Windows application, you could take screen captures of the application's dialog boxes and menus to include in your manual.

### Setting Windows Capture Options

- 1. From the HiJaak PRO Main menu, click once on the Capture menu to pull it down. Click on Windows Capture Options.**

You will see the Windows Capture Options dialog box. This dialog box allows you to specify capture options including capture method, hotkeys and capture to location. It also allows you to specify whether to show the cursor, Hide HiJaak PRO, prompt for capture options, place a border around the image, or scale the image to the HiJaak Window.

- 2. In the Method area of the dialog box, click once on the down arrow to pull down the Method list. Click on Window/Object.**

The Method area of the dialog box allows you to select what elements of the Windows screen you want to capture. You can capture the entire screen, a window, object, or any rectangular area that you define. Selecting Window/Object will allow you to capture just the File menu without the rest of the screen.

- 3. In the Capture To area of the dialog box, make sure the HiJaak Window check box is selected. If it is not selected, click on it once to select it.**

This selection will place a copy of the captured image in the HiJaak PRO Main window. Placing a copy of the image in the HiJaak PRO Main window allows you to make sure the screen capture looks the way you want it to before saving. If it does not, you can take it again.

- 4. Make sure the Hide HiJaak PRO check box is not selected. If it is selected, click on it once to deselect it.**

Since you are taking a capture of the HiJaak PRO File menu, HiJaak PRO cannot be hidden; however, there are times when you would not want HiJaak PRO in the capture. For example, if you were writing a user guide that included screen captures of a new Windows application, you would probably want to hide HiJaak PRO from the captures.

- 5. Make sure the Prompt for Options check box is deselected. If it is selected, click on it once to deselect it.**

Selecting Prompt for Options causes the Windows Capture Options dialog box to reappear when you signal to HiJaak PRO that you are ready to capture a screen. It is useful if you need to change some of your options or if you are capturing to a file and want to change the file name of the captured image. Since you are setting Windows Capture Options, and you have already named the file, there is no reason to see this dialog box again before capturing the screen.

- 6. Make sure the Border check box is selected. If it is not, click on it once to select it.**

This selection will put a thin black border around the captured screen.

- 7. Note the key combination in the Hotkeys area. The default hotkeys are CTRL+SHIFT+C.**

You will use these keys to start the screen capture.

- 8. Click on OK.**

You have finished setting up HiJaak PRO to capture the screen, so you're ready to start the capture.

### Capturing a Screen

HiJaak PRO is now set up to perform one capture. HiJaak PRO offers three ways to perform a capture. In this lesson you will learn the Hotkey method to capture the HiJaak PRO File menu.

- 1. Click once on the HiJaak PRO File menu to pull it down.**

This is the portion of the screen that you will be capturing.

**2. To begin the capture, press the CTRL+SHIFT+C keys at the same time.**

Pressing these hotkeys tells HiJaak PRO that the screen is set up and you are ready to take the capture. When you press the hotkeys, you will hear a beep indicating that HiJaak PRO has started the screen capture. The cursor changes to a pointing hand.

**3. Move the cursor over the File menu.**

A dotted line surrounds File menu indicating that it is selected.

**4. To capture the menu, click the mouse button. You will hear another beep indicating that the File menu has been captured.**

You will see a copy of the captured screen in the HiJaak PRO Main window. If you are not pleased with the results of the capture, you can take it again. Before you retake the capture, you close the open image. To close the open image, pull down the File menu and click on Close. You will be prompted to save the capture, click on No to close the image without saving. The options that you set in the Windows Capture Options dialog box will be used as the defaults until you change them; therefore, you need only repeat the Capturing a Screen section of the tutorial to retake the capture. When you are pleased with the captured image, you can save the file.

For more information on capturing a Windows screen, click on the following:

[How to Capture a Windows Screen](#)

## Changing a Color

Notice that some of the options in the capture of the menu are disabled. The text of these disabled options is light gray. You can use HiJaak PRO's Change a Color feature to change the light gray to black.

**1. Place the cursor over the word "Save" in the capture. Click the mouse button and drag a square over the word "Save."**

As you drag, the cursor changes to a magnifying glass, indicating that HiJaak PRO will zoom in on the area you select. When you release the mouse button, the word "Save" fills the image window.

**2. Click once the Color menu to pull it down and click on Change a Color.**

The Change a Color option allows you to select a color in the image and change it to another color.

**3. Move the cursor over the light gray color in the image. The cursor changes to an eye dropper icon. Click the mouse button to select the color.**

You will see the Color dialog box. This dialog box allows you to specify the color to which you want to change the selected color.

**4. In the Basic Colors palette, click on the black color square. Click on OK.**

The black replaces the light gray in the image.

**5. To return the view of the image to its original size, click once on the View menu to pull it down. Click on Zoom Out. From the Zoom Out submenu, click on Fit in Window.**

These selections resize the view of the image to fill the entire image window.

For more information on working with colors, click on the following:

[How to Work with Colors in an Image](#)

## Saving a File

**1. To save the image, click once on the HiJaak PRO File menu to pull it down. Click on Save As.**

You will see the Save As dialog box. This dialog box allows you to save the captured image as a file and set options for the saved file.

**2. Click on the down arrow beside the Drives field and click on C:.**

This selects the C: drive as the location in which you will save the image.

**3. In the Directories area, double-click on the INSET directory, and then double-click on the**

**TUTORIAL subdirectory.**

If the INSET directory is not visible, double-click on C:\ in the Directories area to move up one level. You will see the INSET directory. Then select the TUTORIAL subdirectory as described above.

**4. Double-click in the File Name field and type FILEMENU.BMP. Click on OK.**

These selections save the file as FILEMENU.BMP in the C:\INSET\TUTORIAL subdirectory.

**5. To exit HiJaak PRO, click once on the File menu to pull it down and click on Exit.**

HiJaak PRO closes.

For more information on saving a file, click on the following:  
"Open then Save As" Conversion Method

