



**Welcome**



What is  
PhotoImpact Capture?



Reading this Help

## Welcome

Welcome to PhotoImpact Capture Help. In addition to this introduction, this document contains three sections to help you learn.



**Using PhotoImpact Capture** Offers instruction on completing single tasks.



**Reference** Describes menu commands, the workspace, and dialog boxes. It also has an advice section.



**Contacting Ulead** How to contact Ulead Systems when you need advice or have comments.

[Ulead Systems](#)



Workspace



**Menu commands**



Dialog boxes



Advice

## File Menu

The File menu contains these commands. Click on the one you have a question about for more information.



New



Print Setup



Open



Preferences



Close



Load Settings



Save



Save Settings



Save As



Recently opened files



Print



Exit

Click **Menu commands** on the left for help on other PhotoImpact Capture menus.



## View Menu



- [Workspace](#)
- [Menu commands](#)**
- [Dialog boxes](#)
- [Advice](#)

The View menu contains these commands. Click on the one you have a question about for more information.

- [Actual View](#)
- [Zoom In](#)
- [Zoom Out](#)
- [Fit in Window](#)
- [Fit in Window By](#)
- [Full Screen](#)
- [Photo Properties](#)
- [System Properties](#)
- [Toolbars](#)

Click **Menu commands** on the left for help on other PhotolImpact Capture menus.



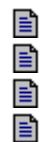
- [Workspace](#)
- [Menu commands](#)**
- [Dialog boxes](#)
- [Advice](#)

## Capture Menu

The Capture menu contains these commands. Click on the one you have a question about for more information.

- [Source](#)
- [Destination](#)
- [Pointer](#)
- [Activation](#)
- [Post Processing](#)

Click **Menu commands** on the left for help on other PhotolImpact Capture menus.



- [Workspace](#)
- [Menu commands](#)**
- [Dialog boxes](#)
- [Advice](#)





## Format Menu

The Format menu contains these commands. Click on the one you have a question about for more information.


- [Resolution](#)
- [Frame & Shadow](#)
- [Data Type](#)
- [Color Table](#)







Click **Menu commands** on the left for help on other PhotolImpact Capture menus.



-  [Workspace](#)
-  **[Menu commands](#)**
-  [Dialog boxes](#)
-  [Advice](#)





## Window Menu

 The Window menu contains commands for arranging the PhotolImpact Capture workspace. Click on the one you have a question about for more information.


-  [Cascade](#)
-  [Tile Vertically](#)
-  [Tile Horizontally](#)
-  [Arrange Icons](#)
-  [Batch Manager](#)
-  [Currently opened files](#)




Click **Menu commands** on the left for help on other PhotolImpact Capture menus.



-  [Workspace](#)
-  **[Menu commands](#)**
-  [Dialog boxes](#)
-  [Advice](#)





## Help Menu

 The Help menu contains these commands. Click on the one you have a question about for more information.


-  [Ulead PhotolImpact Capture Help Topics](#)
-  [About Ulead Products](#)
-  [About PhotolImpact Capture](#)









Click **Menu commands** on the left for help on other PhotolImpact Capture menus.



-  [Workspace](#)
-  **[Menu commands](#)**
-  [Dialog boxes](#)
-  [Advice](#)





## Edit Menu

 The Edit menu contains these commands. Click on the one you have a question about for more information.







-  [Undo / Redo](#)
-  [Cut](#)
-  [Copy](#)
-  [Clear](#)
-  [Select All](#)
-  [Select None](#)
-  [Crop](#)
-  [Background Color](#)

Click **Menu commands** on the left for help on other PhotolImpact Capture menus.



-  [Workspace](#)
-  [Menu commands](#)
-  **[Dialog boxes](#)**
-  [Advice](#)

## File Menu dialog boxes

-  [Open](#)
-  [Save As](#)
-  [Print](#)
-  [Preferences](#)
-  [Load Settings](#)
-  [Save Settings](#)



- [Workspace](#)
- [Menu commands](#)
- [Dialog boxes](#)**
- [Advice](#)

## Edit and View Menus dialog boxes

- Edit Menu**
  - [\\_Background Color](#)
- View Menu**
  - [\\_Photo Properties](#)
  - [\\_Toolbars](#)



- [Workspace](#)
- [Menu commands](#)
- [Dialog boxes](#)**
- [Advice](#)

## Format Menu dialog boxes

- [\\_Resolution](#)
- [\\_Frame & Shadow](#)
- [\\_Black & White](#)
- [\\_Grayscale](#)
- [\\_Indexed 16-Color](#)
- [\\_Indexed 256-Color](#)
- [\\_HiColor](#)
- [\\_Color Table](#)



- [Workspace](#)
- [Menu commands](#)
- [Dialog boxes](#)**
- [Advice](#)

## Capture Menu dialog boxes

- [\\_Execution File \(Source\)](#)
- [\\_File \(Destination\)](#)
- [\\_Printer \(Destination\)](#)
- [\\_User Defined \(Pointer\)](#)
- [\\_Activation](#)
- [\\_Post Processing](#)



- [Workspace](#)
- [Menu commands](#)
- [Dialog boxes](#)**
- [Advice](#)

## Window & Nested dialog boxes



- Window Menu**
  - [\\_Batch Manager](#)
- Nested dialog boxes**
  - [\\_Browse](#)
  - [\\_PNG Save Options](#)
  - [\\_BMP Save Options](#)
  - [\\_PSD Save Options](#)
  - [\\_EPS Save Options](#)
  - [\\_RAS Save Options](#)
  - [\\_GIF Save Options](#)
  - [\\_TGA Save Options](#)
  - [\\_IFF Save Options](#)
  - [\\_TIFF Save Options](#)
  - [\\_JPEG Save Options](#)









- [Workspace](#)
- [Menu commands](#)





## Advice

- Here are tips, techniques, and other tidbits to help you understand and use PhotoImpact Capture better.

-  [Dialog Boxes](#)
-  **Advice**

-  [For best results](#)
-  [Avoiding jumpy sequential captures](#)
-  [Choosing the right resolution](#)
-  [Why convert data types?](#)
-  [Why calibrate my display?](#)
-  [Why manage memory?](#)







-  [Capturing](#)
-  **General**
-  [File management](#)
-  [Editing](#)




## General

-  [Opening images](#)
-  [Obtaining information](#)
-  [Placing the Standard toolbar](#)
-  [Zooming in or out](#)
-  [Copying](#)
-  [Printing](#)
-  [Setting PhotoImpact Capture defaults](#)
-  [Calibrating the display](#)
-  [Managing memory](#)
-  [Quitting PhotoImpact Capture](#)







-  [Capturing](#)
-  [General](#)
-  **File management**
-  [Editing](#)






## File management

-  [Opening images](#)
-  [Finding files](#)
-  [Automatically naming files](#)
-  [Converting images](#)
-  [Saving images](#)
-  [Repeating actions on multiple images](#)







-  [Capturing](#)
-  [General](#)
-  [File management](#)
-  **Editing**







## Editing



-  [Adding borders](#)
-  [Changing colors](#)
-  [Resizing an image](#)
-  [Cropping an image](#)
-  [Repeating actions on multiple images](#)



-  [Capturing](#)
-  [General](#)
-  [File management](#)
-  [Editing](#)


## Capturing

-  [Basic capturing](#)
-  [Capturing a selected area](#)
-  [Capturing from a file](#)
-  [Delayed capturing](#)
-  [Sequential capturing](#)
-  [Capturing pointers](#)




 Automatically naming files  
 Printing

 File Menu  
 Edit Menu  
 View Menu  
 Format Menu  
 Capture Menu  
 Window Menu  
 Help Menu  
 Switch Menu


 Standard toolbar

 Status bar



-  [Welcome](#)
-  [What is Photolmpact Capture?](#)
-  **[Reading this Help](#)**

## Reading this Help

 This help contains several aids to make navigating through topics easier.



Jumps to the shown topic.



Pops up extra information to enhance understanding.



Jumps to the related nested dialog box.






Pops up tips or advice to help you work more efficiently.




Returns you to the top of a page after scrolling in a main window.



-  [Welcome](#)
-  **[What is Photolmpact Capture?](#)**
-  [Reading this Help](#)

## What is Photolmpact Capture?

 Photolmpact Capture allows you to collect images from your screen and use them in other programs. It has a variety of tools and commands enabling you to identify, isolate, and enhance only the parts of the screen you need for the captured image. You don't need to load them into other programs to resize, change the data type, or do simple editing.

Using Photolmpact Capture, images are ready to use instantly after you capture them.



-  [File Menu](#)
-  [Edit Menu](#)
-  [View Menu](#)
-  [Format Menu](#)
-  [Capture Menu](#)
-  [Window Menu](#)
-  [Nested](#)



## Source

Opens a submenu for choosing what to capture. You can select from any of these options:

- Active Window
- Active Workspace
- Full Screen
- Menu Under Pointer
- Selected Object
- Selected Area
- Clipboard
- Execution File



[Examples](#)



[Basic capturing](#)

## Destination

Opens a submenu for selecting how PhotoImpact Capture should process captured images. You may set the program to send to any combination of the following locations:



**File** Automatically creates and saves the captured image as a file .



**Workspace** Opens a window in the PhotoImpact Capture workspace with the captured image.



**Clipboard** Copies the image to the clipboard.



**Printer** Prints the image.



**PhotoImpact** Opens a window in PhotoImpact with the captured image.



[Basic capturing](#)



[Automatically naming files](#)

## Pointer

Specifies what type of pointer to include in the captured image. You may choose any of the following:

**No Pointer** The image appears as is without any pointer.



Arrow



Hourglass



Cross hair



Text I-beam

- **User Defined** Allows you to choose from a list of

Windows or other program pointers



[Capturing pointers](#)

## Activation

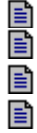
Opens a dialog box for defining the keyboard key for starting a capture, a delay (in seconds) before starting a capture, and how to automatically perform sequential captures if desired.



[Delayed and sequential capturing](#)

## Post Processing

Sets the resolution and data type for captured images. You can also specify how borders, drop shadows, or a backing canvas appears.



[Adding borders](#)

[Resizing an image](#)

[Converting images](#)

## Capture Sources Examples



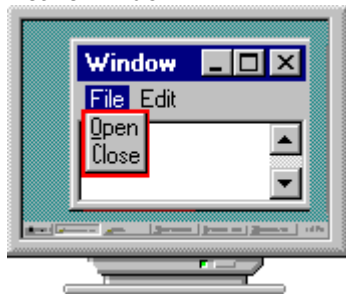
**Active Window**



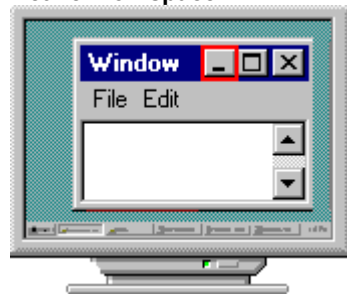
**Active Workspace**



**Full Screen**



**Menu Under Pointer**



**Selected Object**







**Selected Area**



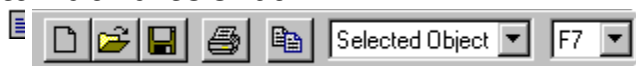
**Clipboard** captures any image data currently on the Windows clipboard

**Execution File** allows you to capture icons, pointers, and other image data stored in an executable program



-  [Workspace](#)
-  [Menu commands](#)
-  [Dialog boxes](#)
-  [Advice](#)

## Standard toolbar



The Standard toolbar contains frequently needed commands and tools to make working with faster and easier. Click above to find out more about each item.

Click **Workspace** on the left for help on other workspace items.



## Resolution

Changes the physical size of an image. Increasing resolution makes the image smaller; reducing makes it larger.

Note: Changing the resolution does not affect file size and the results of using this command are not immediately apparent on screen. They are evident when you print it.



[Choosing the right resolution](#)



[Resizing an image](#)

## Data Type

Shows a submenu for changing the selected image to a different data type. The submenu offers these data types:



Black and White



Indexed 256-Color



Grayscale



HiColor (64 K colors)



Indexed 16-Color



True Color (16M colors)

**Note:** Depending on the current data type, one or more of the above choices may be disabled.



[Converting images](#)

## Black & White

Converts the selected image to black and white.



[Converting Images](#)

## Grayscale

Converts the selected image to grayscale.



[Converting Images](#)

## Indexed 16-Color

Converts the selected image to 16-Color. Selecting Optimized Indexed 16-Color bypasses the "Convert to 16-Color" dialog box, automatically selecting an optimized palette and no dithering.



[Converting images](#)

## Indexed 256-Color

Converts the selected image to 256-Color. Selecting Optimized Indexed 16-Color bypasses the "Convert to 16-Color" dialog box, automatically selecting an optimized palette and no dithering.



[Converting images](#)

## RGB True Color

Converts the selected image to RGB True Color.



[Converting images](#)

## RGB HiColor

Converts the selected image to RGB HiColor.



[Converting images](#)

## Color Table

Opens the Color Table dialog box where you can customize the color assignments for indexed-color images.

**Note:** This command is not available when the active image is not an indexed color image.



[Changing colors](#)

## Toolbars


Opens the Toolbars dialog box where you can choose whether to show or hide the Standard toolbar and Status bar. You can also choose whether to show ToolTips and large or small icons.




[Placing the Standard toolbar](#)

## Select Commands

The select commands make selecting and deselecting entire images a one-step process.

 **Select All** selects the entire image.  
(Hot Key - Ctrl+A)

 **Select None** deselects the entire image.

**Note:** To select a portion of an image, drag the mouse over that area.



## Hot key

Choose the hot key for starting a capture. PhotoImpact Capture offers four preset choices or an option for you to define your own. Be careful not to assign a hot key that conflicts with other running programs. (For example, F1 calls on-line help for this and other programs.)



## Frame & Shadow

Opens the Frame & Shadow dialog box where you can set the properties for adding a border, shadow, and background to the outside of an image.



Pressing the Frame & Shadow button in the Toolbar causes PhotoImpact Capture to automatically add these features when capturing. Pressing the button when already depressed turns off the Frame & Shadow feature.



 Adding borders

## Data Type

Choose the data type for captured images. By choosing the desired type here, you do not need to convert the file later.

**Note:** If you do not select a data type, PhotoImpact Capture automatically uses the current Windows display settings.



 Basic capturing

## Resolution

Choose the resolution for captured images. By choosing the desired resolution here, you do not need to convert the file later.

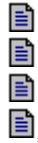
**Note:** If you do not choose a resolution, PhotoImpact Capture automatically uses the current Windows display settings.



 Basic capturing



**Status bar**



- Workspace**
- Menu commands
- Dialog boxes
- Advice



The Status bar provides quick information about current PhotolImpact Capture settings. You can customize the information shown double clicking on it and clicking the Status Bar tab from the resulting Preferences dialog box.



Click **Workspace** on the left for help on other workspace items.

## Resolution dialog box

Determine the size, in pixels, of an image.



**Current resolution** Shows the resolution of the active image. (Grayed-out when setting the capture resolution.)



**New resolution** Choose the desired resolution from the preset choices or define your own. When choosing a resolution, consider what you will use the captured image with. If capturing for displaying on-screen, do not exceed the maximum resolution of the display. When capturing for printing, do not exceed the resolution of your printer.



## Frame & Shadow dialog box

Add a background, border, and shadow around the active or captured image.



**Canvas** Choose the width (in pixels) and desired color for the outer background.



**Frame** Choose the width and color of a border. (The border immediately surrounds the image.)



**Shadow** Choose the size and color of a shadow to go around the border.



**Shadow direction** Choose to have the shadow appear below and to the left or below and to the right.



**Preview** Shows an example of how the background, border, and shadow will appear.



## Convert to Black & White dialog box

Define the image characteristics for capturing or converting to black and white images.



Choose the desired resolution from the preset choices or define your own. When choosing a resolution, consider what you will use the image for. If displaying on-screen, do not exceed the maximum resolution of the display. For printing, use the printer's resolution.

### Halftone Screen:



**Shape** Choose a dithering option or a halftone screen shape. Here are some guidelines to help you decide which to choose:



**None** No dithering or patterns are used for the image. All lighter colored pixels are changed to white and all darker ones to black.



**Dispersed** and **Diffusion** Surrounding pixels are considered when determining whether to apply a black or white pixel. These options usually produce the best results.



**Shapes** Shades are created by arranging black and white pixels in patterns according to the chosen shape. Choosing a shape usually results in moiré patterns. **Note:** When you choose a shape, the Frequency and Angle settings become available.



**Frequency** Choose a higher frequency for smaller dots. As the frequency increases, the pattern becomes less noticeable.



**Angle** Choose the relationship of one pattern to the next. 0 degrees means the patterns are arranged horizontally across the image.





## Convert to Grayscale dialog box

Determine how many shades of gray to use when converting a black and white image to grayscale.



**Cell size** For line-art images, where contrast and distinct lines are important, choose 1. For photos or other images where you wish to introduce finer shading, choose higher settings.



**Scale down** Reduce the physical size of the image according to this setting. This may be useful for minimizing a "mosaic-like" effect that often results from conversions using large cell sizes.



## Convert to Indexed 16-Color dialog box

The Convert to Indexed 16-Color dialog box offers options for creating Indexed 16-color images. Depending on the format of the source, it may contain some or all of the following items:



**Palette** Specify the colors to include in a new image.

- ♦ **Standard** Choose standard to use the default 16-color palette shared by most windows programs. This is most useful when you plan to use multiple images in the same program and you want them all to appear consistently.

- ♦ **Optimized** Choose optimized to have PhotoImpact Capture use the 16 most needed colors in the image it creates. This usually results in a much more accurate reproduction, but can cause compatibility and consistency problems with other programs.

- ♦ **Reserve entries** When using an optimized palette, you may wish to ensure that certain colors remain available regardless of those PhotoImpact Capture chooses for the image.

**Black and White** Check Black and White to create a 14-color palette and then add Black and White to make a total of 16 colors.

**8 Primary Colors** Check 8 Primary Colors to create an 8-color palette and then add Black, White, Red, Green, Blue, Cyan, Magenta, and Yellow to make up the rest of the palette.

- ♦ **From file** Use a previously saved 16-color palette as the basis for the new image. Click the Load button to search your system for the desired palette.



**Dither** Choose a dithering option to create the most accurate reproduction. The best choice depends on the source material.



**None** Choose None when the image is composed almost entirely of a few large single-colored areas.



**Pattern** Choose Pattern when most of the image contains large single-colored images but with a wide variety of colors.



**Diffusion** Choose Diffusion when the image has multi-colored patterns, shading, and other fine points. While you can't avoid losing some detail, this usually produces the most pleasing results.



## Convert to Indexed 256-Color dialog box

The Convert to Indexed 256-Color dialog box offers options for creating Indexed 256-color images. Depending on the format of the source, it may contain some or all of the following items:



**Palette** Specify the colors to include in a new image.



**Standard** Choose Standard to use the default 256-color palette shared by most windows programs. This is most useful when you plan to use multiple images in the same program and you want them all to appear consistently.



**3-3-2 Bits** Choose 3-3-2 Bits to assign a unique color to every spot in the color palette. This offers the widest range of colors, but may introduce some inconsistencies when displayed by programs that do not recognize the unique palette.



**6-7-6 Levels** Choose 6-7-6 Levels to fill 252 assignments in the color palette. This is more than the number of assigned colors in the standard palette, but may introduce some inconsistencies when displayed by programs that do not recognize the unique palette.



**Optimized** Choose Optimized to have PhotolImpact Capture use the 256 most needed colors in the image it creates. This usually results in a much more accurate reproduction, but can cause compatibility and consistency problems with other programs.

**Start Index** Prevent colors with values below a certain level from being included in the image by identifying a starting index level.

**Max number of colors** Limits the number of colors to include in the palette here. This can be useful if you wish to add your own custom colors to the palette after the image is created without affecting any existing pixels in the image.



**From file** Use a previously saved 16-color palette as the basis for the new image. Click the Load button to search your system for the desired palette.



**Dither** Choose a dithering option to create the most accurate reproduction. The best choice depends on the source material.



**None** Choose None when the image is composed almost entirely of large single-colored areas.



**Pattern** Choose Pattern if choosing None results in blotchy images and Diffusion results in too much "noise". The Pattern result may offer a pleasing alternative.



**Diffusion** Choose Diffusion when the image has multi-colored patterns, shading, and other fine points. While you can't avoid losing some detail, this usually produces the most pleasing results.



### Convert True Color to HiColor dialog box



**Dither** Choose a dithering option to create the most accurate reproduction. The best choice depends on the source material.



**None** Choose None when the image is composed almost entirely of large single-colored areas.



**Pattern** Choose Pattern if choosing None results in blotchy images and Diffusion results in too much "noise". The Pattern result may offer a pleasing alternative.



**Diffusion** Choose Diffusion when the image has multi-colored patterns, shading, and other fine points. While you can't avoid losing some detail, this usually produces the most pleasing results.



## Execution File dialog box

Choose a program and image contained within to capture.



**File name** Enter the name of the file containing an image you want to capture



**Description** Shows a description of the file created by the original authors



**Resource type** Choose whether to capture a bitmap, icon, or pointer contained in the file.



**Resources** lists all images in the file matching the type chosen in the Resource type box.



**Capture** Click Capture to capture the image selected in the Resource list.



**Close** Click Close to end capturing images from execution files and close the dialog box.



**Browse** Click Browse to search your system for files.



**View** Click View to get a clear look at images that are larger than the preview Window. A View window opens showing the image at actual size. (Scroll bars appear if the image is too big for the window.)



**Preview** Shows the currently selected image



**Screen color** Choose a color to use as a background if the captured image has any transparent areas.



## Print dialog box

Determine how images appear when printed.



**Printer** Identifies the currently selected printer



**Copies** Set how many copies to print.



**Scale to Fit the Page** Check to resize the image to fill the page according to the printer's horizontal or vertical margins.



**Center Image Horizontally** Print the image with equal amounts of white space on the left and right.



**Center Image Vertically** Print the image with equal amounts of white space above and below it.



**Printer** Click the Printer button to access the Windows Print Setup dialog box.



## Select Pointer dialog box

Choose the type of pointer to include in captured images.



**Windows pointer** Select Windows pointer when you want to include a standard Windows pointer in the captured image. Choose the desired pointer from those shown in the Pointers section at the bottom.



**Program pointer** Select Program pointer if you want a unique pointer contained in another program. Enter the program name (and path) in the text box below. (Press Enter after entering the program name to load the available pointers into the dialog box.)



**File name** Enter the filename where the pointer file is located.



**Browse** Click Browse to search your system for files.



**Pointers** Choose the desired pointer from those shown in this area.



## Activation dialog box

Set the hot key for starting a capture, the rate at which multiple captures occur, and any delay time between when the hot key is pressed and capturing begins.



**Hot key** Choose a preset hot key or specify your own. (You can also specify the hot key in the Standard toolbar's Hot key list box.)



**Delay** Set the amount of time (in seconds) to wait after pressing the hot key to capture an image. This can be useful if you want to obtain an image that depends on a sequence of events or mouse operations.



**Repeat** Set how many sequential captures to collect after pressing the hot key and how long to wait between each one. This can be useful if you want to show progress or change.



**Interval** Set the time, in seconds, between sequential captures.

**Note:** The Delay and Repeat options are disabled when the capture source is selected area or selected object.



[Avoiding jumpy sequential captures](#)



## Post Processing dialog box

The Post Processing dialog box puts all the image characteristics settings in one place for you to set.



**Frame & shadow** Check Add frame & shadow to add a border, shadow, and background around captured images. Click Options to set the color and size of each.



**Data type** Choose the data type for captured images. For data types that offer custom options, Click Options to set them.



**Resolution** Choose the desired resolution for captured images. Remember that the higher the resolution, the longer it takes to capture and more memory is required.

**Note:** You can set all these items individually from the Standard toolbar.



## Color Table dialog box

Define new color assignments for indexed color palettes.



**Color squares** Click on a color square to select a palette entry. Double click to open the Cell Color dialog box offering you color choices.



**Load** Choose a previously saved color palette.



**Save** Save the current palette for future use with other images.



## Toolbars dialog box

Determine which PhotoImpact Capture workspace items to display and how to display them.



**Standard toolbar** Check to display the Standard toolbar. Clear to hide it.



**Status bar** Check to display the Status bar. Clear to hide it.



**Color buttons** Check to display the Standard toolbar buttons in color. Clear to use grayscale buttons.



**Large buttons** Check to show large icons in the Standard toolbar. Clear it to show small icons.



**Show ToolTips** Check to show ToolTips. Clear it to prevent them from appearing.



## Background Color dialog box

Select colors for the background or indexed color table entries.



**Basic colors** Choose a color to use from the standard Windows color palette.



**Custom colors** Choose a color you created and saved from the Custom Colors area.






**Define Custom Colors** Create a color from a palette showing all available options for your computer. Click Add to Custom Colors to save the new color for future use.




## Preferences dialog box


 **Capture**  
 Status Bar


 Memory  
 Display


 Photo CD

The Capture tab enables and disables PhotoImpact Capture features affecting overall program performance.


 **Hide when capturing** Check to hide the PhotoImpact Capture workspace when capturing an image. Clear to have PhotoImpact Capture capture an image exactly as it appears on screen.

 **Crop when menu under pointer** Check to have PhotoImpact Capture capture only information related to the active menu. Clear to have PhotoImpact Capture include other title bar items in the capture.


 **Enable undo** Check to enable the Undo command in the File menu. This allows you to recover from mistakes, but can result in slower performance and use more memory.

 **Number of recently opened files** Specify the maximum number of recently opened files to show at the bottom of the File Menu.

## Preferences dialog box

 Capture

 **Status Bar**

 Memory


 Display

 Photo CD

Determine what information appears in the Status bar and the order.



**Element list** Choose the information you wish to show in the Status bar.



**Add >>** Place the selected item in the Element list at the bottom of the Status bar list.



**<< Remove** Remove the selected item in Status bar list and return it to the Element list.



**Remove all** Remove all items from the Status bar list and return them to the Element list



**Status bar** Choose items in this list for removal or rearranging their positions.



**Short format** Check this to show only the settings in the Status bar. Clear to include titles with each setting.



**Up and Down** Move the selected item up or down in the Status bar list. This determines the order of appearance in the Status bar.

## Batch Manager dialog box

Quickly repeat the same command on several open images with in a single action.



**Operations** Choose the command you wish to repeat from the drop down list. Your choices are Canvas, Close, Close Quickly, Convert, Frame & Shadow, Minimize, Print, Resolution, Restore Window, Save, and Save to Album. (Close Quickly closes all selected images without saving. PhotoImpact Capture provides a warning prior to doing so.)



**Images** Choose the images you wish to repeat the command on.



**Select All** Choose all open images in the workspace.



**Deselect All** Deselect any selected images.

**Note:** Double-click anywhere in the workspace to open the Batch Manager dialog box.



Choosing a high resolution results in using more memory, larger files, and longer capturing and converting time requirements.



Choosing a high resolution results in using more memory, larger files, and longer capturing and converting time requirements. It also affects how the image prints out with some printing devices. Unlike with other data types, some printers cannot scale black and white images. Thus they always print out at the resolution of the printer, regardless of actual image resolution.

The cell size determines how large a square to evaluate in determining levels of gray. A cell size of one allows each pixel to be evaluated independently, thus only two possible colors are possible. Choosing 2 results in evaluating 2 x 2 pixel squares. thus four shades are possible, (All white, All black, 3/4 Black, 3/4 white.) The advantage of large cell sizes is that you get more shades of gray to work with. The disadvantage is that as the cell size increases, the detail drops off dramatically.

### Crop Menu Under Pointer

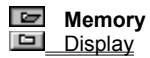
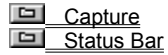


Selected





Not Selected


### Preferences dialog box




Optimize how Windows manages system memory while running Ulead programs.

 **Define additional folders for virtual memory** Choose folders for storing temporary files while running Ulead programs. (Windows automatically determines the first folder.)

 **Hard disk** Displays available disk space for use.

 **Limit hard disk usage** Check this and specify a value to have Ulead programs manage disk usage while running. This might be useful for preserving disk space for other files.

 **Limit RAM usage** Check this and specify a value to have Ulead programs manage system memory while running. This might be useful if you run several different programs at once.



## Preferences dialog box



Capture



Status Bar



Memory



**Display**



Photo CD

Control how Ulead programs display graphics.



**Hi-color dithering** Check this if your display mode is HiColor and you want True Color images to look their best on screen.



**View images with a common palette** Check this if you are working in 256-color mode and want to open grayscale and color images at the same time or when to compare 256-color images with each other.





**Ignore background quality** Check this to devote most system resources to viewing the active image. When selected, inactive images may appear discolored.





**Monitor gamma** Check this to correct your display for manufacturers' differences and the environment. When checked, set the gamma value so that the calibration square appears to be a single color.



## Preferences dialog box

-  Capture
-  Status Bar

-  Memory
-  Display

### **Photo CD**

Choose the data type and resolution for viewing PCD images.




-  **Resolution** Choose the image resolution for opening PCD files.
-  **Data type** Choose the data type for opening or viewing PCD files.
- 

Photo CD images can be displayed at the following resolutions (pixels):



64 x 96 (Base / 64)



128 x 192 (Base / 16)



256 x 384 (Base / 4)



512 x 768 (Base)



1024 x 1536 (Base x 4)



2048 x 3072 (Base x 16)



4096 x 6144 (Base x 64)

Photo CD images can be displayed using the following data types:



RGB True Color







Indexed 256-Color



Grayscale

Make sure each of your temporary folders is on a different drive or partition.



-  Black and White
-  Grayscale
-  Indexed 16-Color
-  Indexed 256-Color

## Photo Properties dialog box

Obtain statistical information about the image in the active window.



**Attributes** tells the data type, dimensions, resolution, and file size when open.



**File** tells the name, format, compression method, saved file size, and other information.



**Current state** tells whether the image has been changed, recently captured, and where it was captured from.



**Album Info button** Click to display more information about the image if it is saved in an album.



## Choosing the right resolution

The best resolution for an image displayed on screen may be quite different than that for printing. When an image is intended for displaying on screen, there is little advantage to assigning a resolution greater than the highest intended screen resolution. Further, higher resolutions come at a significant cost in file size and memory requirements.

For printing, choose a resolution matching that of your printer for best results.

## Why calibrate my display?

Calibrating your display ensures the most accurate image reproduction. Each monitor is a little different, and temperature and environment can also play a role in determining how color appears. The Ulead calibration process takes a dithered black-and-white image and compares it with the color it is trying to approximate. Since black and white represent the extremes for your monitor, and the compared color is a set value, you can adjust your monitor to produce the best results.

**Note:** Calibrating your monitor works great for Ulead programs, but will not affect how images appear in other programs.

## Why manage memory?

Working with graphics can require large amounts of system resources. Sometimes the standard way that Windows controls your memory is not efficient enough, so Ulead programs allow you to optimize it for your purposes. For example, if you work on a network, perhaps the network drive has more room for temporary storage than your local drive. So Ulead programs allow you to specify temporary file locations other than the standard Windows locations. Similarly, you may want to reserve some memory for other purposes. Typically, Windows grabs all the memory it can get, by using Ulead memory management you can limit how Windows uses memory for Ulead programs.

This does not affect the actual data, it just affects appearance when not active.

## For best results

Your display properties play an important role in determining how well a captured image turns out. If possible, try to configure your display to as closely match the intended output medium as possible. For example, if collecting images for a CD title, set your resolution to 640 x 480, 256-color, and capture using the standard palette. When preparing images for single-colored printing, use a high contrast Windows Appearance setting, (Monochrome is best), and capture to grayscale.



## Why convert data types?

There are several reasons for converting images to different data types. The most prevalent ones are:

**Space savings** Use the smallest sized data type that can produce the desired output. For example, True Color images are roughly three times larger than their grayscale equivalents.

**Editing** An image may have been scanned using the wrong settings. Perhaps you scanned as grayscale when you wanted indexed color. By converting, you can edit the image instead of re-scanning.

**Compatibility** Perhaps the current image data type will not appear properly in the intended output device. Or maybe the format you want to save the image as does not support a particular data type.



## Active Workspace



Captures the workspace for the active window.



[Other capture examples](#)



[Basic capturing](#)

## Full Screen



Captures everything currently shown on screen.



[Other capture examples](#)



[Basic capturing](#)

## Menu Under Pointer



Captures an image of the menu commands in the selected menu. (If there is no opened menu, the program captures the window under pointer.)





[Other capture examples](#)



[Basic capturing](#)

## Selected Object



Captures the selected item.



[Other capture examples](#)



[Basic capturing](#)

## Selected Area



Captures a portion of the screen defined by a selection area you create.



[Other capture examples](#)



[Basic capturing](#)

## Normal Screen

When Viewing an image in full screen mode, this command returns you to the standard Windows environment.



## Hot Key dialog box

Show and change the current capture hot key setting.



**Current Hot key** Shows the current hot key setting.



**New Hot key** Press the key or key combination to change the capture hot key setting. The new setting appears here.



## Active Window



Captures the active window, including the title bar.



[Other capture examples](#)




[Basic capturing](#)

## Avoiding jumpy sequential captures

Don't forget that it takes time to capture an image. When capturing sequences for animation or video, try to keep the captured area as small as possible to collect the smoothest sequence of images.

When converting black and white to grayscale, the cell size determines the size of each square used to determine shades. A cell size of one determines shading pixel by pixel, so only black or white is possible. A cell size of 8 results in samples consisting of 64-pixel squares, so 65 shades are possible. The downside to large cell sizes is that contrast and accuracy in reproducing distinct shapes suffers. One way to make this less obvious this is to reduce the size of your image as you increase the cell size. Do this by increasing the Scale down setting.

## Help

Allows you to directly click on an item for help. Click  and when it turns to a question mark, click on the item you have a question on.



## Clipboard & Execution File



**Clipboard** Captures any image data currently on the Windows clipboard.



**Execution File** Captures icons, pointer, and other image data stored in an executable program.



[Other capture examples](#)



[Basic capturing](#)

## Convert dialog box

Select the data type to convert the selected images to.



## Background Color

Determines the default color to replace data that has been removed from the active image with.



## Cut / Copy / Clear

These commands perform similar actions on a selected area of the active image.



**Cut** Removes the selected area from the image and places it on the clipboard. You can then paste it into another program.

*(Hot Key - Ctrl+X)*



**Copy** Places the selected area to the clipboard without removing it from the active window. You can then paste it into another program.

*(Hot Key - Ctrl+C)*



**Clear** Removes the selected area from the image without storing it. This saves system resources or allows you to preserve older clipboard data.

*(Hot Key - Del)*



## New

Starts a capturing process.

*(Hot Key - Ctrl+N)*



## Save

Allows you to save your work as a new or existing file.



**Save** saves the file with the same name it had when it was opened. If the file has no name the Save As dialog box opens so you can assign one.

*(Hot Key - Ctrl+S)*



**Save As** opens the Save As dialog box where you can assign a unique name to the file.



## Undo / Redo

Reverses the last action you performed on an image. If the last action was applying this command, then PhotoImpact Capture restores the image to the condition it was in prior to the Undo.

*(Hot Key - Ctrl+Z)*



## Crop

Trims the current image so that only the selected portion



remains. If you save the file after cropping the trimmed information is lost forever.

*(Hot Key - Ctrl+R)*



## Batch Manager

Allows you to select several items in the workspace and apply the same command to each of them. This saves you the trouble of activating each item individually and repeating a command. Some commands you can perform are "Close", "Close Quickly", "Convert", "Frame & Shadow", "Minimize", "Print", "Resolution", "Restore Window", "Save", and "Save to Album".



Repeating actions on multiple items

## Print / Print Setup

These commands allow you to produce hard-copy printouts of images open in the PhotoImpact Capture workspace.



**Print** Sends the active image to the currently selected printer for output.

*(Hot Key - Ctrl+P)*



**Print Setup** Opens a dialog box where you can choose which printer to use and its printing options.



## Preferences

Allows you to set default operating conditions for PhotoImpact Capture and other Ulead programs. The resulting dialog box offers tabs for setting how PhotoImpact Capture behaves, what information appears in the Status Bar, managing memory, calibrating your display, and opening Kodak PCD images.

*(Hot Key - F6)*



## Load / Save Settings

These commands allow you to retain and recall frequently used PhotoImpact Capture settings.



**Load Settings** Opens the Load Settings dialog box where you can choose the desired PhotoImpact Capture setting file.



**Save Settings** Opens the Save Settings dialog box where you can create and place PhotoImpact Capture setting files.



## Exit

Ends the current PhotoImpact Capture session, closing all images in the workspace. If any images have not been saved since their creation or last change, PhotoImpact Capture prompts you to save them.

*(Hot Key - Ctrl+Q)*



## Opening images




**Single Image** In the Standard toolbar, click "Open" and select the desired image from the Open dialog box.



**Several Images** In the Standard toolbar, click "Open" and press the Shift or Ctrl key while selecting images. The Shift key allows you to select a range of files; the Ctrl key several individual ones.



## Finding files

1. In the Standard toolbar, click "Open." 
2. Click the Browse button in the Open dialog box.
3. Enter any path and filename constraints for the search in the Browse dialog box.
4. Click Scan.
5. Choose the desired file for further action from the found list and click OK.



## Saving images



**New name** From the File Menu, choose "Save As" and assign the image a name and location.




**Same name** In the Standard toolbar, click "Save."




## Printing

### Automatically when Capturing


1. In the Standard toolbar, press the Destination: Printer button. 
2. Check the appropriate settings to scale and position the image on the page. (To configure or change printers, click the Printer button.)
3. Click OK.

### Open Images

1. In the Standard toolbar, click Print. 
2. Enter a title in the Title box to print a caption above the image. ("&f") tells PhotoImpact Capture to use the file name as the caption.
3. Click OK.



## Obtaining information

 **PhotoImpact Capture Settings** Look in the Status bar for your current capture settings. To change the information shown in the Status bar, double-click on it and then click the Status Bar tab in the resulting Preferences dialog box.

 **Photo Properties** From the View menu, choose "Photo Properties."

 **System Properties** From the View menu, choose "System Properties."



### **Setting PhotoImpact Capture defaults**

1. From the File menu, choose "Preferences."
2. Click the Capture tab.
3. Choose the settings you want for determining PhotoImpact Capture behavior.
4. Click the Status Bar tab
5. Choose which information items you wish to display in the Status bar.
6. Click OK.





## **Adding borders**

1. From the Format menu choose "Frame & Shadow."
2. In the Frame & Shadow dialog box, choose a color for the canvas, background, and border by clicking the proper color square.
3. Set the width for each item by dragging the appropriate slider or entering a value in the related text box.
4. If using a shadow, select its direction.
- 5 Click OK.

**Note:** If a color chosen for Indexed-Color or Grayscale images is not in the current palette, PhotoImpact Capture automatically replaces it with the closest matching color or gray value available.



## Resizing an image

From the Format menu, choose "Resolution" and choose a new resolution for the image.



Choosing the right resolution

### **Cropping an image**

1. Drag your mouse over the area you want to preserve in the image.
2. From the Edit menu, choose "Crop."




## Converting images

1. From the Format menu, choose "Data Type".
2. Choose the desired data type from the resulting submenu.
3. Depending on the original and final data types, a dialog box may open offering choices for fine-tuning the conversion. Set the desired conversion options and click OK.




Why convert data types?


## Basic capturing

1. In the Standard toolbar, choose the type of capture you wish to perform.
2. In the Standard toolbar, choose one or more destinations for sending the captured images to. (If you select File or Printer, dialog boxes offer options for determining how to handle the captured image.) 



3. In the Standard toolbar, choose a desired resolution and data type. If you do not set one, PhotoImpact Capture uses current display settings. 



4. If desired, press the Frame & Shadow button to add a border, shadow, and background to the image. 

5. Arrange the Windows desktop for the image you want to capture and press the PhotoImpact Capture Hot key, (default F7).

6. Click the mouse on the item you want to capture. The pointer changes to a "shutter" indicating the capture is taking place. When the computer beeps, the capture is complete.



Choosing the right resolution

For best results

Capturing a selection area

Delayed and sequential capturing

Capturing pointers

Capturing from a file

### Capturing a selected area

1. In the Standard toolbar, choose Selected Area from the source drop down list.
2. Choose a destination, data type, resolution, and any border options.
3. Press the PhotoImpact Capture Hot key.
4. Drag your mouse around the area on your screen you want to capture. If the selection area you create is incorrect, just click anywhere **outside** that area and start again.
3. When you complete the selection, click anywhere **inside** the selection to capture it.



For best results



Basic capturing

## Capturing from a file

1. Choose a destination, data type, resolution, and any border options.
2. In the Standard toolbar, choose "Execution File" from the source drop down list.
3. In the Execution dialog box, enter the path and name of the program you want to capture an image from. (Click Browse to search your system.)
4. Choose whether to capture an icon, pointer, or bitmap, and select a background color for any transparent areas.
5. Click Capture.
6. Repeat steps 3 - 5 until you capture all the images you want, then click Close.



\_\_\_\_\_ For best results



\_\_\_\_\_ Basic capturing

### **Delayed and sequential capturing**

1. From the Capture menu, choose "Activation."
2. Set the delay time, (time between pressing the PhotoImpact Capture Hot key and when the capture begins), and interval, (time between captures).
3. Click OK and follow the instructions for standard captures.

**Note:** You cannot perform delayed or sequential captures on Selected Areas or Selected Objects.



For best results



Basic capturing



## Capturing pointers

1. From the Capture menu, choose "Pointer."
2. Choose a desired pointer from the resulting submenu. If you choose "User Defined" a dialog box opens offering you a choice of standard Windows pointers or the option of choosing one from another program.
3. Complete the capture according to the procedures for the type of capture you are doing.



For best results



Basic capturing



Capturing a selected area



Delayed captures



Sequential captures

## Automatically naming files

### When capturing

1. In the Standard toolbar, choose "Destination: File."
2. In the resulting dialog box, enter a name and path for the file and check Automatically number. PhotoImpact Capture assigns names to each captured file sequentially starting with the number you define.

### When saving

1. From the File menu, choose "Batch Manager."
2. Choose Save As from the Operation list.
3. Drag your mouse or use the Ctrl and Shift keys with your mouse to select the files to name from the Files List.
4. Click OK.

**Note:** When assigning the name using the Batch Manager command, make sure the last few characters are numbers.



Basic capturing

## Repeating actions on multiple images

The Batch Manager allows you to repeat the same command on several images in one operation:

1. From the File menu, choose Batch Manager.
2. Select the command you want to repeat.
3. Drag your mouse or use the Ctrl and Shift keys with your mouse to select files from the Files List.
4. Click OK.

**Note:** Choosing Close Quickly closes all selected files without saving.



## Managing memory

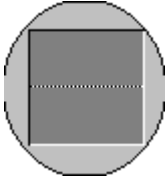
1. From the File menu, choose "Preferences."
2. Click the Memory tab
3. Choose folders for storing temporary information. **Note: do not specify two temporary directories in the same drive or partition.**
3. Check Maximum disk usage, and set a value to have Ulead programs limit disk space used while running. Leave it cleared to use Windows defaults.
4. Check Maximum memory usage and set a value to have Ulead programs limit RAM used while running. Leave it cleared to use Windows defaults.
5. Click OK.



Why manage memory?

## Calibrating the display

1. From the File menu, choose "Preferences."
2. Click the Display tab.
3. Check Monitor gamma.
4. Raise or lower the Gamma value until the gray box looks something like this:



**Note:** Increase your distance from the monitor to about six feet, (2 m), to make the pattern in the upper rectangle less apparent.

5. Click OK.



[Why calibrate my display?](#)

## Zooming in or out

From the View menu, choose "Zoom In" or "Zoom Out" and select the desired magnification from the list.

*Hot keys:*



The + and - keys increase or reduce the magnification sequentially.



*Ctrl+{number}* zooms into that magnification. (Example: *Ctrl+3* switches to 3x.)



*Ctrl+Shift+{number}* zooms out. (Example: *Ctrl+Shift+9* to 1/9x)



## Quitting Capture



From the File Menu, choose Exit.



Click the Exit button on the top right corner of the PhotoImpact Capture Title Bar.




Double-click the top left corner of the PhotoImpact Capture Title Bar.

If any images in the PhotoImpact Capture workspace have been changed since they were last saved, PhotoImpact Capture prompts you to save them.



## Copying

1. Select the portion of the image you want to copy.
2. In the Standard toolbar, click "Copy" 
3. Open the program you want to copy the image to and follow its procedures for inserting data from the clipboard.





## Placing the Standard toolbar



**Docked** Drag the Standard toolbar to the top or bottom edges of the PhotoImpact Capture workspace to place the Standard toolbar.



**Floating** Drag the Standard toolbar to where you want it on your desktop. Floating toolbars may be placed outside the PhotoImpact Capture workspace.



## **Changing colors**

### **Changing individual colors**

1. From the Format menu, choose "Color Table."
2. In the Color Table dialog box, click the color square showing the color you want to change.
3. In the Cell Color dialog box select the desired color and click OK.
4. When the color table is as you want it, click OK to return to the image.

### **Changing the entire panel**

From the Format menu, choose "Color Table." Then click load to replace the existing color palette with a previously saved one.


**Note:** You can only change colors for indexed 16- and 256-color images.




## Ulead PhotoImpact Capture Help

Starts the on-line help.

You can also access help topics by:

 Clicking the help button and then clicking on the item of interest.

 Placing the mouse over an item of interest and pressing F1.



## About Ulead Products

Provides insight into the history, philosophy, and products of Ulead Systems.



## Switch

Opens a menu listing other Ulead programs for quick access.



## Switch Menu



Workspace




**Menu commands**



Dialog boxes



Advice

 The Switch menu opens a menu listing other Ulead programs for easy access.

Click **Menu commands** on the left for help on other menus.

## About PhotoImpact Capture

Provides copyright and other information about PhotoImpact Capture.



## Close

Closes the active image without ending the PhotoImpact Capture session.

*(Hot Key -- Ctrl+W)*



## Open

Opens the Open dialog box for selecting files to place in the workspace.

*(Hot Key -- Ctrl+O)*



## Cascade

Arranges all opened windows diagonally in the workspace from left to right and top to bottom.

*(Hot Key -- Shift+F5)*



## Tile Horizontally & Tile Vertically

Evenly distributes all opened windows in the workspace.

*(Tile Vertically - Hot Key - Shift+F4)*



## Arrange Icons

Arranges icons for all minimized windows in the workspace neatly along the bottom.



## Close All

Closes all files currently opened in the workspace. If you changed any files, the program asks whether to save before closing.



## Recently opened files

Shows up to the last nine files opened. Clicking on a file in this list opens it in the workspace.

**Note:** You can limit the maximum number of file names shown with the Preferences command in the File menu.



## Currently opened files

Lists the names of all currently open files in the workspace. Clicking on a file name activates its window





## Zoom In / Zoom Out

Shows submenus for zooming in or out on the current image. The submenus offer magnifications ranging from 1/16 x to 16x.



## Fit in Window / Fit in Window By



**Fit in Window** Resizes the current image to the largest magnification that will completely fit in a window.



**Fit in Window By** Offers a choice of window sizes that will allow the entire image to fill the resulting window.



## Full Screen

Hides the Windows interface, filling the screen with the current image. If the image is smaller than the screen, a frame surrounds the image. To return to Windows, press Escape.

*(Hot Key -- Ctrl+U)*



## Photo Properties

Opens the Information dialog box with statistics about the current file. The Information dialog box has three major sections:



**Attributes** Shows the data type, image and file size, and resolution.



**File** Shows the name, format, compression method, and other information about the file.



**Current state** Shows if the current image has been modified, newly captured, and where the image was captured.

*(Hot Key -- Alt+Enter)*



## Actual View

Resizes the image to 1x (100 %) magnification



## System Properties

Opens the System Properties dialog box with tabs showing memory, disk, display, and plug-ins information.





Some file formats do not offer any save options. In this case, the Options button is disabled.



This button only appears if you are running in Windows for Workgroups or Windows 95.

The benefit of choosing this option depends on the image.

This is most useful for images you are preparing for the WWW or other on-line services. It enables viewers to see a representation of the image faster, thus allowing them to decide faster whether to wait to download the entire image for viewing. It is also useful if you wish to automatically see a preview thumbnail in the Open Image dialog boxes for Ulead and other programs that support preview information.

When using compression, larger strip sizes offer higher compression ratios. However, some programs may not be able to read TIF files with large strip sizes.

## File dialog boxes

This class of dialog boxes allows you to decide the names, locations, and characteristics for files when opening or saving them. They may contain some or all of the following choices:



**Look in/Save in** Find the desired folder.



View the contents of the next higher folder in your system.



Create a new folder.



View files as icons.



View files by names with statistics.



**File name** Identify the file(s) selected for saving, opening, or loading.



**Files of type/Save as type** Select a particular file format for opening or saving to.



**File information** See the data-type, size, resolution, and other file statistics.



**Preview** View a thumbnail picture of the selected image. (Images with preview information automatically appear.)



**Browse** Search for files or folders.



**Options** Define format specific save options for the selected format. (Not all file formats have options.)



**Network** Allows you to access shared folders on other connected computers running Windows.



**Save to album** Saves a thumbnail image of the file to the listed album.



**Album button** Select or create an album for the thumbnail images.



**Automatically number** Check if you plan to capture more than one image during a single PhotoImpact Capture session. Make sure the filename you assign ends with a number.



## TIFF Save Options dialog box



**Format** Choose to save the file for use on an IBM PC-compatible or Apple Macintosh system.



**Compression** Choose the compression method to apply to the file.



**Strip size** Try the default setting of 8 first. If you need a smaller file, increasing the strip size may help.



**Tile size** If varying the strip size still does not produce adequate compression, try varying the tile size.



**LZW options** If your image contains large solid-colored areas, (not dithered), horizontal differentiation can improve the compression. If the image is mostly random or widely dispersed colors, the advantage is minimal.



**Include preview information** Saving a preview makes the file a little bigger, but offers some programs the ability to display the image without actually opening it.



### **IFF, PSD, TGA & UFO Save Options dialog box**

Choose Run Length Encoding (RLE) for a smaller file size. If you have problems save it again without compression.



### **RAS Save Options dialog box**



**Compression** Choose Run Length Encoding (RLE) for a smaller file size. If you have problems save it again without compression.



**Byte order** Try Most Significant Byte (MSB) first.



**Color order** Try BGR first.





## JPEG Save Options dialog box



**Quality** Lower quality results in smaller files at the cost of image quality. The default setting offers good compression without significantly affecting the image appearance.



**Progressive compression** Check to enable the file to open progressively. This also places preview information in the file which enables some programs to view the file without actually opening it.



### EPS Save Options dialog box



**Format** The ASCII format is more widely accepted but results in a larger file size. Binary EPS files are about half the size of the same ASCII files.



**Save Preview** Saving a preview makes the file a little bigger but offers some programs the ability to display the image without actually opening it.




### **BMP Save Options dialog box**


Choose whether to save the file as an MS-Windows or OS/2 bitmap.





## Browse dialog box


 **File name** Defines the search criteria for finding files. You may use the \* and ? wildcards to find files with similar names.


 **Files found** Shows all files found matching the search criteria in the File name text box.

 **Folders** Select the folder to start the search from.


 **Drives** Select the drive where the folder you want to search is located.

 **Sort files** Select the sorting order and whether to start from first to last (ascending), or last to first, (descending).

 **Scan** Expand the search to include any folders inside the selected folder.

 **Delete** Permanently remove selected files in the Found list from the hard disk.

 **Rename** Change the name of selected files in the Found list from the hard disk.

 **Network** Access shared folders on other connected computers running Windows.



## Insert thumbnails into Album dialog box

Places thumbnails of newly saved image files into an existing album.



**Album** Choose the album to insert the thumbnail into from the drop-down list.



**Thumbnail information** Shows the filename and description information for the thumbnail.



**New Album** Click to create a new album to hold the thumbnail.



**Description** Click to add a description for the thumbnail.



**Apply to All** Click to use the same description for all thumbnails.



## New (Album) dialog box



**General**



**Fields**



**Advanced**

Determines the name location, and size characteristics for a new album.



**Title** Enter the title for the album.



**Create album file in folder** Initially displays the current folder. Enter the desired folder or click Browse.



**Browse** Click to search for other folders.



**Thumbnails attributes list** Enter the size, compression, and color for the thumbnails in the new album.



**Description box** Displays default project description. Enter new description, add new fields, or use the default.



## New (Album) dialog box



General



**Fields**



Advanced

Assigns fields for thumbnails in the album.



**Field name** Enter the field name to add or modify.



**Field type** Select the data types for each thumbnail. Add/modify/delete from the user-defined list. (Certain field types can be modified provided that the field name is not computer default field by clicking on the Edit button.)



**Add button** Click to add new field name to the fields list.



**Change** Click to change the selected field name's current field type.



**Remove** Click to remove field name from the fields list.



**Total fields** Displays the total number of fields in the album.



**Fields list** Displays the field names and their field types in the album.



## New (Album) dialog box



General



Fields



Advanced

Determines sharing and folder monitoring behavior for a new album.



**Folder** Enter the folder for monitoring.



**Browse** Click to search for other folders.



**File types** Enter the file format to monitor or select from the file formats drop-down list.



**File formats list** Select the file format to monitor.



**Enable folder monitoring** Check to monitor defined folder.



**Password** Enter a password for access security. (Passwords can be up to 22 characters.)



**Verify** Enter the password again to make sure you typed it correctly.





Choose JPEG compression for the smallest Album file size.

### Thumbnail Description dialog box


Enter a description for the thumbnail being inserted into an album.



## System Properties dialog box


 **Memory**

 Disk


 Display

 Plug-ins

Provides information about the operating system and available memory.


 **Version** Identifies the version of Windows currently running.

 **Processor type** Identifies the type of CPU in the system

 **Physical memory** Shows the total RAM available for the system



## System Properties dialog box


 Memory


 **Disk**

 Display

 Plug-ins


Provides information about permanent storage facilities on your system.

 **Current folder** Identifies the folder the program will automatically access when opening or saving files.

 **Drives** Choose a drive to find out its size and how much space is available.




## System Properties dialog box


 Memory

 Disk


 **Display**


 Plug-ins


Provides information on current display settings.


 **Width** Shows the horizontal size in pixels for the display

 **Height** Shows the vertical size in pixels for the display

 **Resolution** Shows how many pixels are shown in a square inch block on your display.


 **Bits per pixel** Shows how much memory each pixel requires

 **Number of planes** Shows how many layers of information the display can show at one time?

 **Can be captured** Indicates whether you can capture images from the display.



## System Properties dialog box

 Memory

 Disk

 Display

 **Plug-ins**

Shows the total number of plug-ins used by Ulead programs and the folders in which they are stored.



### **PNG Save Options dialog box**



**Interlace** Check to allow images to open progressively when viewed on-line. This may increase file size.



**Description** Assign a brief description, key words, or other text message to store with the image.




**Compression Method** Choose Compress more for the smallest possible file. Choose Compress faster to enable faster opening when viewed on-line.





**Background color** Click the color square to choose a color that appears as a background to the image.



### **GIF Save Options dialog box**

 **Color table** Displays the color palette of an image. Click on the color you wish to make transparent when the image is placed as an object.

 **Transparent color** Displays the color that appears transparent when placed as an object into another image.

 **Save in Interlaced format** Check to open the image progressively when viewed on-line. This may increase file size.







## Technical support



**Technical support**  
[How to contact us](#)



Please prepare the following information before contacting us so we can offer you the best possible support:



The program name and serial number.



Nature of the problem.



Any error messages or dialog boxes that appear when the problem occurs.



System information including CPU, operating system, and any other programs running when the problem occurs.

If you write or fax us, please add printouts of the following:



AUTOEXEC.BAT



CONFIG.SYS



WIN.INI



ULEAD32.INI

**Note:** You can open most of these files at once by running SYSEDIT.EXE, found in your Windows program directory.



## How to contact us



[Technical support](#)  
**How to contact us**



Click below for more information on contacting us.

[North and South America](#)  
[International](#)



**Phone**



**Fax**



**Mail**



**BBS**



**E-Mail**



Call

**886-2-764-8599**

Send a fax to

**886-2-764-9599**

Send a letter to

**Ulead Systems, Inc.**  
**10 F, 111 Tung Hsing St,**  
**Taipei, Taiwan, R.O.C.**

Dial up the Ulead BBS at  
**886-2-764-7585** 19200 bps (N,8,1)

Call

**(310)-523-9393**

or toll free in the USA at

**1-800-858-5323**

Send a fax to  
**(310)-523-9399**

Send a letter to

**Ulead Systems, Inc.**  
**970 West 190th Street, Suite 520**  
**Torrance, CA 90502**

Dial up the Ulead BBS at

**(310)-523-9389** 19200 bps (N,8,1)



Send E-Mail to

**[support@ulead.com](mailto:support@ulead.com)**

