



## Welcome

[What is Viewer?](#)

[Reading this Help](#)

# Welcome

Welcome to Viewer Help. In addition to this introduction, this document contains these sections to help you learn.



**Using Viewer** 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](#)**

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# File Menu

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



[Open](#)



[Close](#)



[Open to PhotoImpact](#)



[Open to Another Editor](#)



[Preferences](#)



[Recently opened files](#)







[Exit](#)











Click **Menu commands** on the left for help on other Viewer 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](#)
-  [Rotate](#)







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



-  [Workspace](#)
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## Window Menu

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

-  [Cascade](#)
-  [Tile Vertically](#)
-  [Tile Horizontally](#)
-  [Arrange Icons](#)
-  [Close All](#)
-  [Currently opened files](#)





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



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## Help Menu

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









-  [Ulead PhotoImpact Viewer Help](#)
-  [Topics](#)
-  [About Ulead Products](#)
-  [About PhotoImpact Viewer](#)

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



-  [Workspace](#)
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## Dialog boxes

- |   |  |
|---|--|
|  <b>File Menu</b>                  |  <b>View Menu</b>                 |
|  <a href="#">Open</a>              |  <a href="#">Photo Properties</a> |
|  <a href="#">Photo Properties</a>  |  <a href="#">Preferences</a>      |
|  <a href="#">System Properties</a> |  <a href="#">Toolbars</a>         |

**Nested dialog boxes**

- Browse
- PCD Open Options
- PIC Open Options



**General**

File management

Viewing

**General**

- Placing the toolbar
- Arranging the workspace
- Changing image window sizes
- Calibrating the display
- Configuring Viewer
- Managing memory
- Adding another image editor



General

**File management**

Viewing

**File management**

- Finding files
- Placing images in other programs,  
(drag and drop)
- Editing images



General

File management

**Viewing**

**Viewing**

- Opening images
- Viewing Photo CD (PCD) images
- Zooming in or out
- Finding part of an image

- File Menu
- View Menu
- Window Menu
- Help Menu

Switch Menu

Standard toolbar

Global Viewer

Status bar



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**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.



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.



[Workspace](#)

[Menu commands](#)

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**Advice**

## Advice

Here are tips, techniques, and other tidbits to help you understand and use Viewer better.

[Why calibrate my display?](#)

[Why manage memory?](#)



[Welcome](#)

**What is Viewer?**

[Reading this Help](#)

## What is Viewer?

Viewer is a program that enables you to quickly view and examine images on your computer. As a supplement to image handling programs, use Viewer to look at one or several images before loading into another program. Offering viewing magnifications ranging from 16x to 1/16x, you can view images with great precision and make detailed comparisons. Then take advantage of "drag and drop" to transfer desired images to other documents.

One unique feature in Viewer is the "Global Viewer." This allows you to quickly navigate about an image that is larger than its current window. With the global viewer, using the scroll-bars to painfully change the focus is unnecessary.

## Opening images

### Single image

- Double-click on the filename in File Manager or Windows Explorer

or

- 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.




or

- Drag the mouse over a range of files in the Open dialog box and click OK.



## Finding files

1. In the Standard toolbar, click "Open." 
2. Click Browse 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.

[Screenshot of the Open dialog box](#)

## Arranging the workspace

- **Open windows** From the Window menu, choose "Tile" or "Cascade" to arrange opened images in the workspace. Cascade arranges the images diagonally from the top left to the bottom right. Tile evenly distributes each image to fill the workspace.
- **Minimized icons** From the Window menu, choose "Arrange Icons" to neatly align them along the bottom of the workspace.
- **Single image** From the View menu, choose "Full Screen" to fill the display with the current image, hiding all other Windows screen components. (To return to Viewer, press Escape.)



## 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)

~~~~~

### Finding part of an image

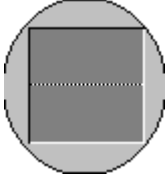
1. Click the Global Viewer icon. 
2. Drag the Global Viewer frame to where you want to focus.

**Note:** The Global Viewer is only available when horizontal and/or vertical scroll bars appear in the active window.

[View the Global Viewer](#)

### 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?

### **Adding another image editor**

1. From the File menu, choose "Preferences."
2. Click the Viewer tab.
3. Type the complete path and filename for the image editing program you want to use in the "Other editing program" text box. (Click Browse to find the program if you don't remember the path.)
4. Click OK.



## Changing image window sizes

These commands in the View menu help you quickly resize an image window for optimum viewing:

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**Full screen** Choose "Full Screen."

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**Exact size** To resize a window to exactly match the current image size, choose "Fit in

Window."

~~~~~

**Actual size** To quickly change the magnification to 1x, choose "Actual View."

~~~~~

## Placing the toolbar

place the tool bar.

placed outside the Viewer workspace.

**Docked** Drag the toolbar to the top, bottom, left, or right edges of the Viewer workspace to

**Floating** Drag the toolbar to where you want it on your desktop. Floating toolbars may be

### **Configuring Viewer**

1. From the File menu, choose "Preferences."
2. Click the Viewer tab.
3. Choose the settings you want for viewing images and defining the startup conditions for Viewer.
4. Click OK.

[Screenshot of the Viewer Preferences dialog box.](#)

## Managing memory

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

[Why manage memory?](#)



Why manage memory?



## Editing images

Activate the image you want to edit and



Choose "Open to PhotoImpact"




or



Choose "Open to Another Editor" from the File menu.



## Dragging and Dropping

1. Arrange the desktop so that the Viewer and destination program workspaces are both visible.
2. Activate the image you wish to place.
3. Click and hold the left mouse button on the Drag-and-Drop button in the Standard toolbar. 
4. Drag the mouse from viewer to the target program and release the mouse button.

### **Viewing Photo CD (PCD) images**

1. From the File menu, choose "Open."
2. Select the desired PCD images and click "Options."
3. Select the desired data type and size and from the PCD Open Options dialog box and click OK.
4. Click OK.

[Viewing Photo CD \(PCD\) images](#)

## Open to PhotoImpact

Starts or accesses Ulead PhotoImpact placing the active image in its workspace.

*(Hot Key -- Ctrl+G)*



[Editing images](#)

## Open to Another Editor

Starts or accesses the image editing program specified in the Preferences dialog box with the active image in its workspace.

**Note:** Specify the image editing program in the Viewer tab.

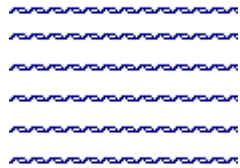


[Editing images](#)

## Preferences

Opens the Preferences dialog box for defining Viewer and general Ulead program operating conditions. The Preferences dialog box has tabs for different program settings. Some things you can do include adding an image editing program to use with Viewer, and calibrating the display.

*(Hot Key -- F6)*



[Configuring Viewer](#)  
[Calibrating the display](#)  
[Viewing Photo CD \(PCD\) images](#)  
[Managing memory](#)  
[Adding another image editor](#)

## Exit

Ends the Viewer session.

*(Hot Key -- Ctrl+Q)*



## 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 toolbar](#)



## Global Viewer

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## Workspace

[Menu commands](#)

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 The Global Viewer allows you to quickly find a spot in an image that is bigger than the window displaying it. It becomes available when the displayed image is larger than its window. To activate the Global Viewer, click on its icon in the bottom right corner of the active window. By dragging the global viewer frame about the miniature image, you shift the focus of the main window. Click **Workspace** on the left for help on other workspace items.

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## Workspace

[Menu commands](#)

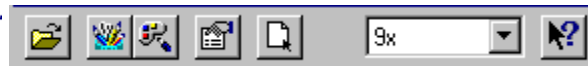
[Dialog boxes](#)

[Advice](#)

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## 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.

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## Workspace

[Menu commands](#)

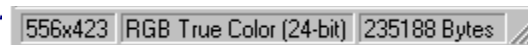
[Dialog boxes](#)

[Advice](#)

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## Status bar



The Status bar provides useful information about the current image or Viewer workspace. The information displayed depends on the mouse location in the workspace. **Note:** Double-clicking anywhere on the Status bar opens the Preferences dialog box for configuring Viewer. Click **Workspace** on the left for help on other workspace items.

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## Recently opened files

Shows up to the last nine images opened in Viewer. You can limit the maximum number of files shown in the Viewer tab of the Preferences dialog box.

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## Properties dialog box



The Information dialog box offers statistical information about the image in the active window. It consists of two sections:



**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.

## Preferences dialog box

 Viewer  
 Associate






 Memory  
 Display


 Photo CD

Customize the Viewer environment to your needs:

 **Display black & white images at best quality** Check this to have Viewer optimize black and white images so they appear better when displayed. This is particularly good for cleaning up "noisy" fax images.

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

 **View window option** Choose Actual view if you want Viewer to open all images at full size. Choose Fit in Window to open images in the largest possible window that will fit the entire image.

 **Other editing program** Specify the complete path and name of a program you wish to open images in when using the "Open to Another Editor" command.

 **Browse button** Click Browse to search your system for another editing program.



## About PhotoImpact Viewer

Provides copyright and other information about Viewer.

## 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.

## Drag-and-Drop

Allows you to drag the active image from the Viewer workspace to another compatible program.

[Dragging and dropping](#)

## Toolbars dialog box

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buttons.

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

**Status bar** Check to display the status bar. Uncheck to hide it.

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

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

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



## Preferences dialog box

Viewer

Associate

Memory

Display


Photo CD


Choose the file formats supported by Ulead programs. A check mark identifies all selected formats. By selecting only the ones you need, you can save valuable system memory and work faster.

~~~~~ **Add Ulead Quick Viewer to Explorer** Check this to access Viewer directly from the Windows Explorer using the right mouse button.

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## Preferences dialog box

 Viewer

 Associate

 **Memory**





 Display



 Photo CD

Optimize how Windows manages system memory while running Ulead programs.


 **Temp Folders** Choose folders for storing temporary files while running Ulead programs.  
(Windows automatically determines the first folder.)


 **Hard Disk** Displays available memory space of your hard disk.


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

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


## Preferences dialog box

 Viewer


 Associate


 Memory


 Display


 Photo CD

Control how Ulead programs display graphics.

 **HiColor dithering** Check this if your display mode is High-Color 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

Viewer

Associate

Memory

Display

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### Photo CD

Choose the data type and resolution for viewing PCD images.

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**Resolution** Choose the image resolution for opening PCD files.

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**Data type** Choose the data type for opening or viewing PCD files.

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








	64 x 96
	128 x 192
	256 x 384
	512 x 768
	1024 x 1536
	2048 x 3072
	4096 x 6144

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



RGB True-Color



Indexed 256-Color



Grayscale

Make sure each temporary folder is on a different drive or partition.

## Rotate

Turns the image 90°. Choose Right 90° to rotate clockwise; Left 90° to rotate counterclockwise.



## Help

Allows you to use your mouse to access the on-line help about a command, button, or workspace item.



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



## Global Viewer

Allows you to quickly find a spot in an image that is bigger than the window displaying it. It becomes available when the displayed image is larger than its window.


[~~~~~](#)


Raising the value makes the lower half lighter; lowering makes it darker.

## Ulead PhotoImpact Viewer 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

Opens the About Ulead help document. This provides insight into the history, philosophy, and products of Ulead Systems.

## Switch

Opens a menu listing other Ulead programs for quick access.



Workspace

**Menu commands**

Dialog boxes

Advice

## Switch Menu

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

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

## Close

Closes the active image without ending the Viewer session.

*(Hot Key -- Ctrl+W)*

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## Open

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

*(Hot Key -- Ctrl+O)*

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## Cascade

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

*(Hot Key -- Shift+F5)*

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## Tile Vertically & Tile Horizontally

Evenly distributes all open windows in the workspace.

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

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## Arrange Icons

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

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## Close All

Closes all files currently open in the workspace.

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## 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.

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## Currently opened files

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

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## 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 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 Properties dialog box with statistics about the current file. The Properties dialog box has two 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.

*(Hot Key -- Alt-Enter)*

## Actual View

Resizes the image to 1x magnification

## System Properties

Opens the System Properties dialog box with tabs showing memory, hard disk, display, and plug-in information pertaining to Ulead programs.

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 box 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.
-  List names.
-  List names with statistics.

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

**Files of 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.)

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

**Browse** Search for files or folders.

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

Windows.

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

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

## TIF Save Options dialog box

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system.

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size may help.

~~~~~

the tile size.

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**Horizontal differentiation** 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.

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

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**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**

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


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

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**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 allows some programs 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

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find files with similar names.

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**Files found** Select the desired file from the list showing all files matching the search criteria. (Use the Shift and Ctrl keys just like multiple files.)

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

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

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

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**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.

## 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

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## 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 the drive you want to know more information about. to see its total size and how much free space remains.  
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## System Properties dialog box

~~~~~  
~~~~~ Memory

~~~~~  
~~~~~ Disk

~~~~~  
~~~~~ **Display**

~~~~~  
~~~~~ Plug-ins

Provides information on current display settings.

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

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

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

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

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~~~~~ **Number of planes** Shows how many layers the display uses to show color.

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~~~~~ **Can be captured?** Indicates whether a screen capture utility can accurately copy and reproduce the information shown on screen.

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## System Properties dialog box

~~~~~  
Memory

~~~~~  
Disk

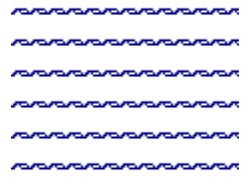
~~~~~  
Display

~~~~~  
**Plug-ins**

Shows the total number of plug-ins that are currently installed for use with Ulead programs and the folders in which they are stored.

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### **PIC Open Options dialog box**



**Pen** Select the pen you want to assign a color to.

**Color** Select a color for the currently selected pen.

**Width** Set the desired width in pixels for the image.

**Height** Set the desired height in pixels for the image.

**Default** Click to restore the Width and Height settings to 400 and 300 pixels respectively.

### Photo CD Open Options dialog box



**Resolution** Choose the image resolution for opening PCD files.

**Data Type** Choose the data type for opening or viewing PCD files.



## 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



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