

Downtown Computer Club Meeting

How to Edit & Resize Digital Images for Emailing

Joe Vangsness

6:00pm - 6:30pm Open Forum - Tips, Tricks & Traps
6:30pm - 6:40pm Announcements
6:40pm - 6:50pm Break
6:50pm - 8:00pm Presentation

Goals of this presentation:

Learn how to resize, crop, and edit images

Learn how to insert images into emails and attach images

Digital Workflow Process

- Acquire the image

Camera
Scanner
Web
- Save the original image and make a copy to work on
- Determine the purpose of the images in an email:

For viewing the images on a monitor
To print a high quality photo print
- Work on your image:

Resize
Crop
Edit
- Prepare your email message:

Insert the image in the body of the message, or
Attach the image file to the message
- Free Tools:

Image Resizer from Microsoft.com. It is part of MS Power Toys.
(www.microsoft.com, search on Power Toys)
Picasa is a photo editor you can download from Google.com.
Adobe Photoshop Starter Edition is a photo editor you can download from Adobe.com.
- Tools that are not free:

Adobe Photoshop Elements is an image editor designer for consumer use.
Adobe Photoshop is an image editor that is used by professionals.

Next Scheduled Meetings:

11/29/07

Demonstration of software that you can use to trade stocks and mutual funds from home

1/27/08

Demonstration of Adobe Captivate, software that is used to create computer based training materials