COREL® Snapfire™

USER GUIDE

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Welcome to Corel Snapfire

Corel® Snapfire™ is the smart alternative to traditional digital camera software. With automatic downloads, quick photo fixes, straightforward organization and sharing options, and an array of creative project templates, Corel Snapfire makes it fun and easy to do more with your photos. With drag-and-drop simplicity, you can quickly create impressive photo projects that are sure to entertain your friends and family.

Corel Snapfire provides the convenient Message Center, which guides users to the outstanding features available to them. The Message Center also automatically delivers quick tips, photo ideas, and tutorials, as well as product news and special offers.

In this section, you'll learn about

- starting and exiting Corel Snapfire
- registering Corel products
- updating Corel products
- uninstalling Corel Snapfire
- Corel® Support Services™
- Corel Corporation

Starting and exiting Corel Snapfire

You can start Corel Snapfire from the Windows® taskbar and exit the program from the File menu.

To start Corel Snapfire

- On the Windows taskbar, click **Start ▶ All Programs ▶ Corel Snapfire ▶ Corel Snapfire**.

If your operating system is Windows 2000, click **Start ▶ Programs ▶ Corel Snapfire ▶ Corel Snapfire**.

To exit Corel Snapfire

• Choose **File ▶ Exit**.

Registering Corel products

Registering Corel products is important to ensure that you receive timely access to the latest product updates as well as valuable information about product releases.

Registration also gives you access to free downloads, articles, tips and tricks, and special offers. You can register the program when you install it, or you can register at a later date.

You can register the program in one of the following ways:

• **online** — If you are connected to the Internet when you install the Corel graphics application, you can launch the online registration. If no Internet connection is detected, you are presented with a list of options.

• **by phone** — You can call the Corel Customer Service Center nearest you.

For more information about registering a Corel product, visit **www.corel.com/support/register**.

Updating Corel products

You can check online for updates to Corel and other software products. When product updates become available, you can choose to have them downloaded and installed automatically. You can also set how often the Update Manager searches for product updates.

To update Corel products

1 Choose **Help ▶ Check for Updates**.

2 Follow the instructions on your screen.

Uninstalling Corel Snapfire

You can use the Windows Control Panel to uninstall Corel Snapfire.

To uninstall Corel Snapfire

1 On the Windows taskbar, click **Start ▸ Control Panel**.

If your operating system is Windows 2000, click **Start ▸ Settings ▸ Control Panel**.

2 Double-click the **Add/Remove Programs** icon.

3 In the **Add or Remove Programs** dialog box, choose **Corel Snapfire** from the list, and click **Remove.**

4 Follow the InstallShield® wizard instructions.

Corel Support Services

Corel's warranty support is designed to help customers with technical issues related to installation and product defects, including crashes and errors caused by Corel software. Corel Support Services can provide you with prompt and accurate information about product features, specifications, pricing, availability, services, and technical support. For the most current information on available support and professional services for your Corel product, please visit **www.corel.com/support**.

Personal Telephone Support

Many customers choose to speak directly to a Corel support technician over the telephone. Live person-to-person support on a toll-free line is available as a paid service and is designed for individual, small business, academic, trial version, and OEM users.

A support incident is the resolution of one technical question, problem, or issue, regardless of the number of telephone calls required to resolve it. Support includes assistance with understanding how features work and how they are applied to a sample document; troubleshooting technical issues and documents; installation, configuration, and setup on standalone computers; and migration from one software version to

another. Please note that support does not include how to implement features within your files.

About Corel Corporation

Corel is a leading global packaged software company with an estimated installed base of more than 40 million users. The company provides high-quality, affordable, and easy-to-use productivity, graphics, and digital imaging software and enjoys a favorable market position among value-conscious consumers and small businesses. Corel's product portfolio features well-established, globally recognized brands, including CorelDRAW® Graphics Suite, Corel® WordPerfect® Office, WinZip®, Corel® Paint Shop Pro®, and Corel® Painter™. Headquartered in Ottawa, Canada, Corel Corporation is traded on The NASDAQ Stock Market® under the symbol CREL and on the Toronto Stock Exchange under the symbol CRE. For more information, please visit **www.corel.com**.

Learning how to use the program

You can learn how to use the program in various ways: by reading the user guide PDF located on the CD, by accessing the Help, or by exploring the resources on the Corel Web site (www.corel.com), which include tutorials, movies, and training videos.

You can also receive the latest information about the software by checking the **readme.html** file installed in the program directory.

In this section, you'll learn about

- documentation conventions
- using the Help system

Documentation conventions

The following table describes important conventions used in the user guide and Help.

Convention	Description	Example
Menu ▶ Menu command	A menu item followed by a menu command	Choose **File ▶ Open**.
drop-list	A list of options that drops down when a user clicks a down arrow button	Choose an option from the **Selection Type** drop-list on the property bar.
mark and **unmark**	Terms that refer to enabling or disabling check boxes by clicking them	To preserve the current print size, mark the **Maintain original print size** check box.

Convention	Description	Example
Enter	The **Enter** key on your keyboard	Type a new folder name in the box, and press **Enter**.
	A note containing information that is important to the preceding steps. It may describe conditions under which the procedure can be performed.	To protect the original version of your photo, you can save the file with a different filename by using the **Save As** button on the toolbar.
	A tip containing suggestions for performing the preceding steps. It may present alternatives to the steps, or other benefits and uses of the procedure.	You can also right-click in the photo and select **Delete**.

Using the Help system

The Help is the most comprehensive source of information for the program. The Help topics dialog box provides three ways to find information. You can choose a topic from the Contents page, use the Index page to search for a specific topic, or use the Search page to search for specific words and phrases. You can also print topics from the Help.

To use the Help system

1 Click **Help ▶ Help topics**.
2 Click one of the following tabs:
   • **Contents** — lets you browse through topics in the Help

- **Index** — lets you use the keywords from the index to find a topic. For example, if you want to add a caption to a photo, but are not sure which feature to use, type **caption**.
- **Search** — lets you search the full text of the Help for a particular word or phrase. For example, if you are looking for information about a specific tool or command, you can type the name of the tool or command to display a list of relevant topics. To search for a phrase, type the phrase, and enclose it with quotation marks (for example, type **"Photo Fix"**).
- **Favorites** — lets you create a list of Help topics that you can easily access. You can remove and add Help topics at any time.

You can also

Print a specific Help topic	Open a Help topic, click the frame you want to print, and click **Print**.
View Help for a dialog box	Click **Help** at the bottom of the dialog box.
Access information and troubleshooting tips on the Corel Web site	Click **Support** in the upper-right corner of the Help window.

Downloading photos

The Corel Photo Downloader offers the quickest and easiest way to transfer photos from your digital camera to your computer. Just plug in your camera, or insert a memory card into your card reader, and perform a quick one-time setup. After that, the Corel Photo Downloader will start automatically every time you plug in your camera or insert a memory card into your card reader.

You can even set the Corel Photo Downloader to rotate photos, or to clear memory card space by deleting photos that have already been downloaded.

In this section, you'll learn about

- using the Corel Photo Downloader
- choosing options for the Corel Photo Downloader

Using the Corel Photo Downloader

The Corel Photo Downloader (located in your system tray) is activated when you insert a CD containing photos into your computer, or when you plug your camera or media card into your computer. Your photos are automatically downloaded and are opened with the program. The first time you start the program, you are prompted to choose settings for the Corel Photo Downloader.

To use the Corel Photo Downloader with a camera or card reader

1 Connect the camera or card reader to the computer by using a USB cable.

The Corel Photo Downloader window appears.

2 Mark the **Use Corel Photo Downloader to transfer photos** check box.

3 Choose one of the following options, and click **OK**.

- **Always start downloading automatically**
- **Display this prompt each time**

To use the Corel Photo Downloader with a photo CD

1 Insert a CD into the CD drive.

2 Mark the **Use Corel Photo Downloader to view photos** check box.

3 Choose one of the following options, and click **OK**.

- **Always start viewing automatically**
- **Display this prompt each time**

Choosing options for the Corel Photo Downloader

You can change the detection settings for your camera, card reader, and CDs. You can set up the program to download all photos from your camera or card reader or to download only the photos that you select. You can also choose to open the program when you insert a CD that contains photos.

By default, the program creates a subfolder in the year-month-day date format in the My Pictures folder, and it automatically rotates your photos to the proper orientation. In addition, the Corel Photo Downloader downloads only the new photos in your camera, so you don't waste space on your hard drive with multiple copies of the same photo. You can change the default options if you want.

To choose or specify options for the Corel Photo Downloader

1 In your system tray, right-click the **Corel Photo Downloader**
   icon, and choose **Options**.

2 To activate the Corel Photo Downloader when you connect a camera
   or insert a memory card into the card reader, mark the **Detect
   Cameras and Card Readers** check box, and select one of the
   following options:

   • **Always start downloading photos automatically** — opens
     Corel Snapfire and displays the Download Photos dialog box

   • **Prompt me each time to choose what to do** — displays the Corel
     Photo Downloader each time you connect your camera or insert a
     memory card into the card reader

3 To activate the Corel Photo Downloader when you insert a photo
   CD into a drive, mark the **Detect Photo CDs** check box, and select
   one of the following options:

   • **Always start viewing photos automatically** — opens the program
     and displays the photos on the CD

   • **Prompt me each time to choose what to do** — displays the Corel
     Photo Downloader each time you insert a CD into the CD drive of
     your computer

4 To start the Corel Photo Downloader when you turn on your
   computer, mark the **Load Corel Photo Downloader when my
   computer starts up** check box.

5 Click **OK**.

To choose options for downloading

1 In your system tray, right-click the **Corel Photo Downloader**
   icon, and choose **Options** to open the Corel Photo Downloader
   Options dialog box.

2 Click the **Download Options** button to open the Download Options
   dialog box.

3 Perform one or more tasks from the following table, and click **OK**.

To	Do the following
Change the default folder to which photos are automatically downloaded	Click **Browse**, and select a new folder.
Specify the naming format for folders as the download date	Mark the **Create Subfolder using** check box, and choose **Download date**.
Enter a folder name whenever you download photos from your camera	Mark the **Create Subfolder using** check box, and choose **Custom Folder Name** from the drop-list.
Automatically rotate photos when you download them	Mark the **Automatically rotate photos** check box.
Avoid downloading previously downloaded photos from your camera	Mark the **Download only new photos** check box.
Automatically erase the photos in the camera after downloading them	Mark the **Erase photos on camera after download** check box.

Working with folders

You can use the program to browse the folders on your computer. You can rename, add, and remove folders from your folder list.

In this section, you'll learn about

- browsing and renaming folders
- adding and removing folders

Browsing and renaming folders

You can view the photos contained in folders on your computer. You can also add and remove viewable folders so that you see only the folders that you want to view while you are using the program. You can also change a folder name.

To browse folders

1 In the task panel, select **Home**, and click **Find Photos**.
2 Click **Folders** to expand the list of folders, and click a folder to view thumbnails of the photos it contains.

To view all photos contained in the folders in the folder list, click **All photos**.

To rename a folder

1 In the task panel, select **Home**, and click **Find Photos**.
2 Right-click the folder that you want to rename, and choose **Rename Folder**.
3 Type the new folder name in the box, and press **Enter**.

You can view a folder in Windows Explorer by right-clicking it and choosing **Reveal in Explorer**.

Adding and removing folders

By default, the program displays the folders contained in the My Pictures and Share Pictures folders. If you want to view other folders, you can add them to the folder list. You can also remove folders from the list.

To add a folder to the folder list

1 In the task panel, select **Home**, choose **Find Photos**, and click the plus sign (+) next to **Folders** to expand the folder tree.
2 Click **View More Folders** to open the Browse for Folder dialog box.
3 Choose a folder from the directory tree, and click **OK** to add the folder to the folder list.

   If you add a folder that contains subfolders, the subfolders are also added to the folder list.

You can create new folders by clicking the **Make New Folder** button in the Browse For Folder dialog box.

To remove a folder from the folder list

1 In the task panel, select **Home**, and click **Find Photos**.
2 Click the plus sign (+) next to a folder to expand the folder tree.
3 Right-click the folder that you want to remove from the list, and choose **Remove from List**.

You can view a folder in Windows Explorer by right-clicking the folder and choosing **Reveal in Explorer**.

Working with photos

After opening photos, you can pan them and zoom in and out of them. You can also sort and select photos, move photos between folders, and save, rename, delete, and rotate photos.

In this section, you'll learn about

- opening and closing photos
- panning and zooming
- sorting photos
- selecting photos
- moving photos between folders
- saving photos
- renaming photos
- deleting photos

Opening and closing photos

The program provides several ways to open and close photos. You can open photos by double-clicking a thumbnail or by using the File menu.

You can close photos and folders by using the File menu or by clicking the Close button in the upper-right corner of the photo or folder window.

To open a photo in a folder

1 In the task panel, select **Home**, and click **Find Photos**.
2 Click a folder to display thumbnails of the photos in the folder.
   To expand the folder tree, click the plus sign (**+**) next to a folder.
3 Click a folder to display thumbnails of the photos in the folder.

4 Double-click the thumbnail of the photo that you want to open in Enhance mode.

To open a photo from the File menu

1 Choose **File ▶ Open** to display the Open dialog box.

2 Choose the location of the folder from the **Look in** drop-list.

3 Click **Open** to open the folder.

4 Double-click the thumbnail of the photo you want to open.

You can also open projects and show by using the **File** menu.

To close a photo or folder

• Click the **Close** ✖ button in the upper-right corner of the photo or folder window.

Panning and zooming

You can adjust your view of a photo by panning or zooming. Panning lets you view hidden areas of large photos. Zooming in or out increases or decreases the viewable size of a photo.

To pan a photo

• When a photo is larger than the viewable area, drag the hand 🖑 within a photo to view hidden areas.

If the entire photo is viewable within the photo window, then the photo cannot be panned.

To zoom in or out

• On the toolbar, drag the **Zoom** slider to the left to zoom out, or to the right to zoom in.

You can also

View the photo at full size	Click the **Normal Viewing** 🔍 button on the toolbar.

Fit the photo to the window	Click the **Fit Image to Window** ⛶ button on the toolbar.
Use a mouse wheel for zooming	Roll the mouse wheel forward to zoom in, or backward to zoom out.

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You can also access the zoom controls from the **View** menu.

Sorting photos

To find photos more easily, you can sort a folder's thumbnails by filename, folder and filename, date modified, date taken, file size, file format, or rating.

To sort thumbnails of photos

1 In the task panel, choose **Home**, and click the **Sort by** button on the toolbar.

2 Choose one of the following options:

- **Filename** — sorts thumbnails alphabetically by photo name
- **Folder & Filename** — sorts thumbnails alphabetically by folder and filename
- **Date Modified** — sorts thumbnails by the date on which the photo was last modified
- **Date Taken** — sorts thumbnails by the date on which the photo was taken
- **File Size** — sorts thumbnails by file size (in kilobytes), from smallest to largest
- **Format** — sorts thumbnails alphabetically by filename extension (.jpg, .tif, and so on)
- **Rating** — sorts thumbnails by photo rating

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You can also sort photos by using the **View** menu.

Selecting photos

You can select one photo, all photos, multiple photos, or a sequence of photos.

To select a photo

• From the Organizer, or from a photo tray, click the thumbnail of the photo you want to select.

You can also

Select all photos	Choose **Edit ▶ Select All**, or press **Ctrl + A**.
Select multiple photos	Hold down **Ctrl**, and click the thumbnails of the photos you want to select.
Select multiple photos in a sequence	Hold down **Shift**, click the first photo in the sequence, and then click the last photo in the sequence.

Moving photos between folders

You can move or copy photos into other folders or programs. You can either cut and paste, which removes photos from one folder and inserts them into another folder, or you can copy and paste, which retains the photos in the original folder and places copies of them in the new folder.

You can also drag a photo directly into a document in another application, such as a word-processing application.

To move photos to a different folder

1 In the task panel, select **Home**, and click **Find Photos**.

2 Click the plus sign (**+**) next to a folder to expand the folder tree.

3 Click the folder containing the photos that you want to move.

4 While holding down the **Shift** key, select the photos, and drag them to the destination folder.

The original photos are removed from the original folder and placed in the destination folder.

To copy photos to a different folder

1 In the task panel, select **Home**, and click **Find Photos**.

2 Click the plus sign (**+**) next to a folder to expand the folder tree.

3 Click the folder containing the photos that you want to copy.

4 Select the photos that you want to copy, and drag the selected photos from the first folder to the second folder.

The original photos stay in the first folder and are copied to the second folder.

To copy a photo to another open application

1 Open the application to which you want to copy a photo.

2 Return to Corel Snapfire, and open the folder or removable media containing the photo that you want to copy.

3 In the task panel, select **Home**, and click **Find Photos**.

4 Click the plus sign (**+**) next to a folder to expand the folder tree.

5 Click the folder containing the photos that you want to copy to another application.

6 Select the thumbnail of the photo that you want to copy, and then drag the thumbnail into the other open application.

Note: If the other application is not visible on the screen, drag the photo to the application icon on the Windows task bar (at the bottom of the screen), wait for the second application window to appear, and then continue dragging to place the photo where you want it in the second application window.

When you drag the photo into the other application, the cursor indicates the locations where you can drop the photo.

You can cancel the copying action by pressing **Esc** before releasing the mouse button.

Saving photos

You can save a photo, or save it to a different filename or location. If you modify a photo and do not save it, you are prompted to save it when you try to close the photo or open another photo.

To save a photo to the same filename and location

• Choose **File ▶ Save** to save the photo to the same filename and location.

The original photo is overwritten by the modified photo.

To save a photo to a different filename or location

1 Click the **Save As** button to open the Save Photo dialog box.
2 From the **Save in** drop-list, choose the folder in which you want to save the photo.
3 Type a name for the file in the **File name** box.
4 Choose a file format from the **Save as type** drop-list.
5 From the **Quality** drop-list, select one of the following options:
   • **Low (Highest Compression)**
   • **Medium**
   • **High**
   • **Best (Lowest Compression)**
   Note: Photo compression settings are not available for all file types.
6 Click **Save** to save the photo to the new filename or folder location.

By saving the photo to a different filename or location, you preserve the original photo file.

You can also open the Save Photo dialog box by choosing **File ▶ Save As**.

Renaming photos

You can change the name of your photos and replace the cryptic filenames assigned by your digital camera with more meaningful ones that clearly indicate the content of your photos.

To rename a photo

1 Open the folder containing the photo that you want to rename, and select the thumbnail of that photo.

2 Choose **Edit ▸ Rename** to open the Rename File dialog box.

3 Type the new photo name in the **Enter the new file name** box, and click **OK**.

You can also rename a photo by right-clicking the thumbnail and choosing **Rename**.

Deleting photos

You can delete photos and permanently remove them from your computer. When you delete photos, they are moved into the Windows Recycle Bin.

To delete photos

1 Select the photo or photos that you want to delete.

Note: In the Enhance mode, you can select only one photo at a time. Use the Home mode if you want to select and delete more than one photo at the same time.

2 Click the **Delete** button in the toolbar.

3 In the Confirm File Delete dialog box, click **Yes** to move the photo to the Recycle Bin.

Note: The next time that you empty the Recycle Bin, the photo is removed from your computer's hard disk.

You can also delete photos by choosing **Edit ▸ Delete**, or by right-clicking and choosing **Delete**.

Corel Snapfire User Guide

Using photo trays

You can use photo trays to gather photos from various folders so that you can e-mail or print your photos, use your photos to create a project, or upload your photos to a photo-sharing service. You can also add, remove, and rename photo trays.

In this section, you'll learn about

- adding and removing photo trays
- adding photos to photo trays
- removing photos from photo trays
- renaming photo trays

Adding and removing photo trays

You can add additional photo trays to help you sort your photos. You can create a photo tray for the photos that you want to enhance, share, or use to create a project. You can also remove photo trays.

To add a photo tray

1 Click the **Add Photo Tray** button on the Photo Tray toolbar to open the Add Photo Tray dialog box.

2 Type a name for the new tray in the **Name** field, and click **OK**.

You can also add a new tray by clicking the **Photo Tray Menu** button and selecting **Add Photo Tray**.

To remove a photo tray

1 Select the photo tray that you want to remove.

Note: Removing a photo tray does not delete the photos in the tray.

2 Click the **Remove Photo Tray** button on the Photo Tray toolbar.

You can also remove a tray by clicking the **Photo Tray Menu** button and selecting **Remove Photo Tray**.

Adding photos to photo trays

You can drag photos into a tray or use the File menu to add photos.

To add photos to a photo tray

1 Select the photo tray to which you want to add photos.
2 Drag the photos to the photo tray.

You can also add photos to a photo tray by choosing **File ▶ Add to Photo Tray**.

Removing photos from photo trays

You can remove photos from photo trays. Removing photos from a photo tray does not delete them from your computer.

To remove photos from a photo tray

1 Click the name of the photo tray from which you want to remove photos.
2 Click the **Photo Tray Menu** button, and select **Remove from Photo Tray**.

Renaming photo trays

After you have created several photo trays, you can rename them and create categories for them.

To rename a photo tray

1 Select the photo tray that you want to rename.
2 Click the **Photo Tray Menu** button, and select **Rename Photo Tray** to open the Rename Photo Tray dialog box.
3 Type a new name for the photo tray in the **Name** field, and click **OK**.

Sharing your photos

It is easy to share your photos and videos with others. You can embed your photos in the body of an e-mail message to ensure that your recipients can immediately view them, or you can send your photos as attachments. You can also choose a size for the photos you're sending.

In this section, you'll learn about

- sending e-mail
- printing your photos
- changing printer settings
- ordering prints

Sending e-mail

You have the following options when you e-mail digital photos, videos, and shows:

- **Snapfire Show** — automatically creates a Snapfire Show of all selected photos and attaches it to the e-mail message
- **Embedded Photos** — lets you embed photos so that they appear in the body of your e-mail message. The person who receives your e-mail can see the photos immediately on opening the message. Embedded photos appear only in e-mail that uses the HTML message format. If you know that your recipient uses plain text or Rich Text Format (RTF), you must use the Attachments option.

  Note: If your default e-mail application does not support the extended MAPI standard (such as Microsoft® Outlook®), the option to embed photos is not available.
- **Attachments (original file format)** — lets you send photos, videos, or shows as file attachments. Each item is attached as an individual

file, and the e-mail recipient can choose how they want to view the photos and videos. All photos are sent in the JPEG file format.

To e-mail photos, videos, or Snapfire Shows

1 Select the photos, videos, or Snapfire Shows that you want to e-mail.

Note: You can select photos from either the thumbnail view or a photo tray.

2 In the task panel, select **Home,** and click **Share as E-mail** to open the E-mail dialog box.

Note: You can also click the **Share** button in a photo tray to open the E-mail dialog box.

3 In the **E-mail As** group box, choose one of the following options:

- **Snapfire Show —** creates a Snapfire Show file from the photos you have selected. You can name the Snapfire Show by typing a name in the **Snapfire Show name** box.
- **Embedded photos** — displays photos in the body of your e-mail message
- **Attachments (original file format)** — sends items as individual file attachments

4 In the **Maximum photo size** drop-list, select a maximum size at which to send your photos. The total size of your e-mail is displayed beside the preview.

Note: You can select the maximum photo size only when sending embedded or attached photos.

5 Click **OK** to apply the settings and launch your e-mail program.

Some e-mail providers limit the size of e-mail messages, which could prevent messages larger than 2 MB from being sent or received. You can reduce the size of the e-mail message by selecting fewer photos.

To select your default e-mail application, open Internet Explorer®, choose **Tools ▶ Internet Options**, click the **Programs** tab, and select your e-mail client from the **E-mail** drop-list.

Printing your photos

It it easy to print individual or multiple photos on the same page, because the program automatically detects your default printer, paper, and ink settings.

The settings you specify are recorded in the program's memory, which is especially useful if you always use the same printer and the same type of paper when you print. These settings do not affect your computer's default printer settings.

To print your photos

1 Select the photos that you want to print.

   Note: You can select photos from either the thumbnail view or a photo tray.

2 In the task panel, select **Home**, and click **Print** to open the Print dialog box.

3 Select a layout from the **Available layouts** list.

4 Type a number in the **Number of times to use each picture** field.

5 Click **Print**.

You can use the **Forward** ▶ and **Back** ◀ buttons below the page preview to view each page.

Changing printer settings

You may need to change your printer settings if you have more than one printer, if you want to change the printed appearance of your photos, or if you install a new photo printer.

The settings that you specify are recorded in the program's memory, which is especially useful if you always use the same printer and the

same type of paper when you print. These settings do not affect your computer's default printer settings.

To change your printer settings

1 In the task panel, select Home, and click **Print** to open the Print dialog box.

2 Click the **Change Printer Settings** button to open the Change Printer Settings dialog box.

3 Select your printer from the list of available printers, and click **Next**.

4 Select the paper type from the list, and click **Next**.

5 Select the paper size, and click **Next**.

6 Click **Properties** to open the Properties dialog box for your printer.

7 Adjust any settings that you want to change, and click **OK** to return to the Change Printer Settings dialog box.

8 Click **Next**, and then click **Finish** to close the Change Printer Settings dialog box.

9 Click **Print** to print selected photos, or click **Cancel** to close the Print dialog box.

Ordering prints

You can upload your photos to a photo-sharing service. Photo-sharing services allow you to upload your photos, store them online, and order high-quality photographic prints.

Before you can use a photo-sharing service, you must sign up. Signing up is free, and it gives you space for storing, printing, and sharing your photos.

As the program is updated, support for additional photo-sharing services may be included. Photo-sharing may not be available in all regions.

To order prints from a photo-sharing service

1 Select the photos that you want to print.

Note: You can select photos from either the thumbnail view or a photo tray.

2 In the task panel, select **Home**, and click **Order Prints** to open the Order Prints dialog box.

3 In the **Select a Service** group box, choose a photo-sharing service, and click **Upload**.

4 Enter your login information, and click **Next** to open the Photo Upload dialog box.

   Note: If you have not yet created an account with a photo-sharing service, click the **Create New Account** link, and follow the instructions for signing up.

5 Enter a name for your album in the **Name of Online Album** field, and click **Next** to upload your photos to the photo-sharing service.

   When your upload is complete, you can visit the photo-sharing service site to order your prints.

Finding your photos

You can find your valuable photos through various methods. You can find them by using the basic search or advanced search tools, or by using the Calendar.

In this section, you'll learn about

- searching for photos
- saving your search criteria
- finding photos by using the Calendar

Searching for photos

You can find your photos by typing a search word in the basic search field or by using photo information with the advanced search feature.

To search for photos quickly

- In the top toolbar, type a word in the search field.

  Photos matching your search word are displayed in the program window.

To search for photos by using photo information

1 Click the **Search** button on the toolbar to open the Search dialog box.

2 In the **Find photos that match** group box, select one of the following options:

  - **All** — searches for photos that match all of the selected rules
  - **Any —** searches for photos that match any of the selected rules

3 In the **Find** group box, select your search rules from the drop-lists.

  To add additional rule fields, click **Add Rule**. To remove the last rule, click **Remove Rule**.

4 Click **Search** to view the matching thumbnails.

You can save the search criteria by clicking **Save** in the Search dialog box.

To search for photos by using a saved search

1 In the task panel, select **Home**, and click **Find Photos**.

2 Click the plus sign (+) next to **Saved Search** to expand the folder tree, and click the name of the saved search to view the photos that match the search criteria.

Saving your search criteria

If you have created a complex set of search criteria, you can save it to avoid having to reenter it if you want to repeat the search.

To save your search criteria

1 In the task panel, select **Home**, and click **Find Photos**.

2 Click the plus sign (+) next to **Saved Search** to expand the folder tree, and click **Add** to open the Search dialog box.

3 In the **Find photos that match** group box, select one of the following options:

- **All** — searches for photos that match all of the selected rules
- **Any —** searches for photos that match any of the selected rules

4 In the **Find** group box, select your search rules from the drop-lists.

To add additional rule fields, click **Add Rule**. To remove the last rule, click **Remove Rule**.

5 Click **Save** to open the Save Search dialog box.

6 Enter a name for the search criteria in the **Search Name** field, and click **Save**.

The saved search appears in the **Saved Search** folder tree.

Finding photos by using the Calendar

You can use the Calendar to browse for photos taken on a specific date or within a date range. Highlighted dates on the Calendar indicate that photos were taken on that date.

To find photos by using the Calendar

1 In the task panel, choose **Home**, select **Find Photos**, and click **Calendar** to open the Calendar Search dialog box.

2 Choose one of the following options:

- To find photos taken today, click the **Today** button.
- To find photos taken on a specific date, use the **Previous (Year/Month)** and **Next (Month/Year)** buttons to select the month and year, and select a date.
- To find photos taken within a specific month, use the **Previous (Year/Month)** and **Next (Month/Year)** buttons to select the month and year.
- To find photos taken within a date range, use the **Previous** and **Next** buttons to select the month and year, press **Shift**, click the first date in the range, and then click the last date in the range.
- To find photos taken on multiple dates not in sequence, use the **Previous** and **Next** buttons to select the month and year, press **Ctrl**, and click the dates.

Reviewing your photos

You can use Quick Review to view a series of photos in full-screen mode and apply Quick Fix, add photo information, rotate or delete photos, or add them to photo trays. You can even choose show settings, and save and send the review by e-mail as a Snapfire Show.

In this section, you'll learn about

- using Quick Review
- choosing Quick Review settings
- saving and sharing reviews as Snapfire Shows

Using Quick Review

You can view photos in full-screen mode by using Quick Review. While reviewing your photos, you can use the toolbar buttons to rotate photos, add captions and ratings to photos, use Quick Fix, add photos to a photo tray, or delete photos. You can also choose settings for the review, save the review as a Snapfire Show, and share the show with others by sending it via e-mail.

To use Quick Review

1 In the task panel, select **Home**, select the photos that you want to review, and click **Quick Review**.
2 Use the buttons on the toolbar, and perform one or more tasks from the following table.

To	Do the following
View the previous photo	Click the **Step back one slide** button.

To	Do the following
Pause and play the review	Click the **Pause** ▌▌ button or the **Play** ▶ button.
View the next photos	Click the **Next** ▶▌ button.
Turn off audio	Click the **Toggle Sound** 🔊 button.
Add photo information	Click the **Pause** ▌▌ button, and then click the **Show Slide Info** 🔲 button.
Delete a photo	Click the **Pause** ▌▌ button, and then click the **Delete** ✖ button.
Rotate a photo	Click the **Pause** ▌▌ button, and then click the **Rotate Right** 🔄 or **Rotate Left** 🔄 button.
Apply photo corrections	Click the **Pause** ▌▌ button, and then click the **Quick Fix** 🔲 button.
Add or remove a photo from a photo tray	Click the **Pause** ▌▌ button, and then click the **Photo Tray** 🔲 toggle button.
Exit review	Click the **Exit** ✖ button, or press **Esc**.

Choosing Quick Review settings

You can choose review settings, transitions, and a soundtrack that plays during the review.

If you add a soundtrack to a review, it replaces the audio associated with any video file included in the review.

To choose Quick Review settings

1 In the task panel, select **Home**, select the photos that you want to review, and click **Quick Review**.

2 Click the **Pause** ▮▮ button on the toolbar, and then click the **View Show Settings** 🖼 button to open the Show Settings dialog box.

3 In the **Slide Settings** group box, choose one or more of the following:

- **Duration** — sets the number of seconds to display each photo
- **Transitions** — determines the transition style between photos
- **Include captions** — displays the photo caption below the photo in the review
- **Include motion effects** — displays the motion effect applied to the review

4 In the **Soundtrack** group box, choose one or more of the following options:

- **Include Soundtrack** — plays the selected soundtrack
- **Browse** — lets you select a soundtrack
- **Synchronize** — calculates the per-photo display time so that the review ends when the audio is done playing. This option applies only when you have selected a soundtrack.

5 Click **OK**.

Saving and sharing reviews as Snapfire Shows

You can save the review as a Snapfire Show and share it with others by sending it as an e-mail attachment.

To save a review as a Snapfire Show

1 While reviewing photos, click the **Pause** ▮▮ button on the toolbar, and then click the **Save as Snapfire Show** 🖼 button to open the Save As dialog box.

2 From the **Save in** drop-list, select the folder where you want to save the show.

3 In the **File Name** field, type a name for the Snapfire Show, and click **Save**.

To share a Snapfire Show

1 While reviewing photos, click the **Pause** ▌▌ button.

2 Click the **Share as E-mail** button to automatically open a message in your e-mail application and attach the Snapfire Show.

Changing photo information

You can view, add, and edit information about a photo, such as the date the photo was taken. You can also apply photo ratings and add captions to photos. Adding and updating photo information helps you organize and locate your photos.

In this section, you'll learn about

- changing the recorded date that a photo was taken
- applying photo ratings
- adding captions to photos

Changing the recorded date that a photo was taken

You can change the recorded time and date that a photo was taken.

To change the recorded date that a photo was taken

1 In the task panel, choose **Home**, select a photo, and click **View Photo Info** to open the General Info panel.

2 Click the **Edit Date** ... button to open the Adjust Date Taken dialog box.

3 Select a new date from the **Date** drop-list.

4 Select a time from the **Time** drop-list, click **OK**, and then click the **Apply** button.

Applying photo ratings

You can apply ratings to your photos and identify your favorite photos. A one-star rating is the lowest, and a five-star rating is the highest. Ratings appear on the photo thumbnail if you have chosen to display ratings in your thumbnail preferences. You can also search for photos by rating.

To choose photo ratings

1 In the task panel, choose **Home**, select a photo, and click **View Photo Info** to open the General Info panel.

2 In the **Rating** field, select the number of stars to apply the rating, and click the **Apply** button.

Note: A one-star rating is the lowest, and a five-star rating is the highest.

Adding captions to photos

You can add captions to photos. The captions are displayed when you play a Snapfire Show.

To add a caption to a photo

1 In the task panel, choose **Home**, select a photo, and click **View Photo Info** to open the General Info panel.

2 In the **Caption** field, enter comments about the photo, and click the **Apply** button.

Enhancing your photos

Corel Snapfire contains several tools for fixing problems in your photos. The Quick Fix tool lets you quickly correct common problems in one click. You can also rotate and crop your photos, correct red-eye, and apply effects to your photos.

In this section, you'll learn about

- starting Paint Shop Pro Photo to fix photos
- using Photo Doctor
- applying basic photo corrections
- removing red-eye
- cropping photos
- rotating photos
- applying effects
- resizing photos

Starting Corel Paint Shop Pro Photo to fix photos

If Corel Paint Shop Pro Photo is installed on your computer, you can quickly start it and use its advanced photo-correction tools.

To start Corel Paint Shop Pro Photo to fix photos

- Choose **File ▸ Open with ▸ Open with Paint Shop Pro**.

You can also start Corel Paint Shop Pro Photo while in Home and Enhance modes, by clicking **Edit with Paint Shop Pro**.

Using Photo Doctor

It's not always easy to know which photos can be improved or how to improve them. Photo Doctor helps solve this problem by automatically analyzing your photos and identifying which ones could benefit from a Quick Fix adjustment to such elements as the color or brightness.

When you open a photo in Enhance mode, Photo Doctor analyzes your photo. If your photo could benefit from an adjustment, an information icon is displayed next to Quick Fix in the task panel. When you hover over the icon, a message appears with recommendations for fixing the photo.

To apply Photo Doctor recommendations

• In Enhance mode, when an information icon 🛈 appears next to **Quick Fix** in the task panel, click **Quick Fix**.

   Note: You can display the Photo Doctor message by placing your cursor over the information icon. You can close the message by clicking the **Close** ✖ button in the top corner of the message box.

Applying basic photo corrections

The Quick Fix command applies a predetermined set of color balancing and sharpening corrections to your photo. If you want the option of controlling the amount of these same corrections, you can use the Photo Fix command.

You can use the Quick Fix and Photo Fix commands to improve the exposure and color balance of photos quickly and easily.

To fix a photo in one step

1 Double-click the photo to open it in Enhance mode.

2 In the task panel, click **Quick Fix**.

To view before and after versions of your photo, click the **Undo** and **Redo** buttons on the toolbar.

To use Photo Fix

1 Double-click the photo to open it in Enhance mode.

2 In the task panel, click **Photo Fix** to open the Photo Fix dialog box.

The upper-left pane shows the original photo. The upper-right pane shows the photo with the initial set of adjustments applied.

3 Perform one or more tasks from the following table, and click **OK**.

To	Do the following
Brighten or darken the photo	Drag the **Brightness** slider to the right to increase brightness, or to the left to decrease brightness.

To	Do the following
Increase or decrease contrast	Drag the **Contrast** slider to the right to increase contrast, or to the left to decrease contrast.
Increase or decrease warmth	Drag the **Warmth** slider to the right to make the photo warmer, or to the left to make the photo cooler.
Increase or decrease saturation	Drag the **Saturation** slider to the right to make the colors more vibrant, or to the left to make the colors less vibrant.
Sharpen the edges of the photo	Drag the **Focus** control to the right to increase focus, or to the left to decrease focus.

You can reset all controls to their initial values by clicking the **Reset to Default** button.

Removing red-eye

Red-eye is a common problem in photos. Red-eye occurs when light from the camera's flash that reflects off the retina of a photo subject is then captured in the photo.

The Red Eye tool replaces the red color in the subject's pupil with a dark gray color to restore a natural look.

To remove red-eye

1 Double-click the photo to open it in Enhance mode.

2 In the task panel, click **Fix Red Eye**.

3 In the task panel, adjust the **Size** control so that the pointer is slightly larger than the eye needing correction.

4 Point directly over the eye, and click.

You can zoom in on the photo, if necessary, to use the Red Eye tool more easily.

Cropping photos

You can remove unwanted portions of a photo to create stronger compositions or to change the focus. Cropping can reduce the amount of hard drive memory required for the editing process. Also, by eliminating extraneous areas of color, cropping can improve color corrections. If a photo requires both cropping and color correction, you should crop the photo first and then apply the color correction.

You can remove unwanted portions of a photo to create a stronger composition or to change the focus.

To crop a photo

1 Double-click the photo to open it in Enhance mode.

Note: To protect the original version of your photo, you can save the file with a different filename by choosing **File ▶ Save As**.

2 In the task panel, click **Crop**.

3 Define the crop area by dragging any of the handles on the crop area rectangle.

You can drag any of the handles to adjust the crop area.

4 When you're ready to crop the photos, click the **Apply** ✅ button in the task panel or on the floating toolbar.

You can also

Select a preset crop size	Choose an option from the **Presets** drop-list in the task panel or on the floating toolbar.
Rotate the crop rectangle	Click the **Rotate Crop Rectangle** button in the task panel or on the floating toolbar.
Move the entire crop rectangle	Drag inside the crop area.
Constrain the crop area to its current proportions	Mark the **Maintain aspect ratio** check box on the task panel. This option is available only for custom-defined crop rectangles.
Clear the crop area and start over	Right-click anywhere in the photos.

Rotating photos

When you are enhancing or organizing a photo, you can change its orientation by rotating it 90 degrees to the left or right. While organizing your photos, you can rotate multiple photos at one time.

✍ You can rotate JPEG images with lossless rotation and retain all of the original image data.

To rotate a photo

• In either the **Home** or **Enhance** mode, select a photo and click one of the **Rotate** buttons:

- **Rotate Right** 🔄 — rotates the photo 90 degrees clockwise
- **Rotate Left** 🔄 — rotates the photo 90 degrees counterclockwise

To rotate multiple photos

1 In the task panel, select **Home**.
2 Select the photo or photos that you want to rotate.
3 In the task panel, click one of the **Rotate** buttons:
   - **Rotate Right** 🔄 — rotates the photo 90 degrees clockwise
   - **Rotate Left** 🔄 — rotates the photo 90 degrees counterclockwise

Applying effects with Corel Snapfire

You can make a color photo look like a black-and-white photo by converting it to shades of gray (grayscale), or you can use the Sepia tool to apply a warm brown tone to a photo, which gives it a 19th-century look.

To apply a black-and-white effect

1 Double-click the photo to open it in Enhance mode.
   Note: To protect the original version of your photo, you can save the file with a different filename by using the **Save As** button on the toolbar.
2 In the task panel, click **Black and White**.

To apply a sepia effect

1 Double-click the photo to open it in Enhance mode.
   Note: To protect the original version of your photo, you can save the file with a different filename by using the **Save As** button on the toolbar.
2 In the task panel, click **Sepia**.

Resizing photos

You can use the Resize command to change the actual pixel dimensions of photos without changing their composition. When the size of a photo is increased, pixels (the individual grid cells that make up a digital photo) are added to create the enlarged photo.

Resizing photos may reduce their sharpness, especially when photo size is decreased. It is therefore a good idea to preserve a copy of the original photo by saving the new photo with a new filename.

Guidelines for resizing

- Do not increase the photo size by more than 25 percent.
- Resize a photo only once. Each time you resize the photo, some data is lost, which can cause the photo to become blurry. If your first resizing of the photo is not correct, undo the change, and try again.
- Correct and retouch photos before resizing.

To resize a photo

1 Double-click the photo to open it in Enhance mode.
2 Choose **Edit ▶ Resize Photo** to open the Resize dialog box.
3 Mark the **Resample using** check box, and select a resampling type from the drop-list.
   - **Smart Size** — chooses the best algorithm based on the new pixel dimensions you set
   - **Bicubic** — minimizes the jaggedness that often results from expanded, irregular, or complex photos
   - **Bilinear** — uses the two nearest pixels around each existing pixel to determine the appearance of newly created pixels
   - **Pixel Resize** — duplicates or removes pixels to achieve the selected width and height of the photo (recommended for hard-edged photos and simple graphics)
   - **Weighted Average** — uses a weighted-average color value of neighboring pixels to determine the appearance of newly created

pixels (useful for reducing photorealistic, irregular, or complex photos)

4   In the **Pixel Dimensions** group box, type or set new values in the **Width** and **Height** controls. From the drop-list, choose whether to enter values in pixels or as a percentage of the original size.

5   Click **OK**.

✍

It is recommended that you constrain the new photo dimensions to the photo's current proportions by marking the **Lock aspect ratio** check box. Changing the aspect ratio distorts the image by stretching or contracting it in one dimension more than the other.

💡

You can keep the image's current print size by marking the **Maintain original print size** check box.

To change the photo resolution and print size

1   Double-click the photo to open it in Enhance mode.

2   Choose **Edit ▸ Resize Photo**.

3   Unmark the **Resample using** check box.

4   In the **Print Size** group box, do one of the following:
    • Type or set values in the **Width** and **Height** controls.
    • Type or set a value in the **Resolution** control.
    You can choose units of measurement from the drop-lists next to the **Width**, **Height**, and **Resolution** controls.

5   Click **OK**.

Working with videos

You can play your video clips as video thumbnails, or you can play them in Show mode or full-screen mode. You can also select a frame to display as the video thumbnail or extract a frame to use as a photo.

In this section, you'll learn about

- playing videos
- choosing frames to use as video thumbnails
- extracting frames from videos

Playing videos

You can preview your video files (with .avi, .mov, .mp4, or .mpeg filename extensions) from thumbnails.

Example of a video thumbnail

To preview a video from a thumbnail

1 In the task panel, select **Home**, choose **Find Photos**, and select a folder that contains video files.

2 Select the thumbnail of the video file, and press the **Play** ▶ button on the thumbnail.

Choosing frames to use as video thumbnails

A single frame in your video is displayed as the video thumbnail. If you want to choose a frame that better depicts your video, you can select a different frame from the video file to use as the video thumbnail.

To choose a frame to use as the video thumbnail

1 In the task panel, select **Home**, choose **Find Photos**, and select a folder that contains a video file.

Note: You can also select a video file contained in a photo tray.

2 Select the thumbnail for the video file, and press the **Play** ▶ button on the thumbnail.

3 Click the **Pause** ⏸ button on the thumbnail to stop the video at the frame you want to use as the video thumbnail.

4 Click the **Set as Thumbnail** ▣ button on the thumbnail.

Extracting frames from videos

You can extract a frame from a video file and save it as a photo.

To extract a frame from a video

1 In the task panel, select **Home**, choose **Find Photos**, and select a folder that contains a video file.

Note: You can also select a video file contained in a photo tray.

2 Select the thumbnail for the video file, and press the **Play** ▶ button on the thumbnail.

3 Click the **Pause** ⏸ button on the thumbnail to stop the video on the frame that you want to use as the video thumbnail.

4 Click the **Save Frame as Photo** ▣ button on the thumbnail to open the Save As dialog box.

5 From the **Save in** drop-list, select the folder in which you want to save the frame as a photo.

6 In the **File name** field, type a name for the photo, and click **Save**.

Creating projects

You can create projects to share with others. You can create album pages to use in scrapbooking, make greeting cards, and create custom calendars and collages.

In this section, you'll learn about

- creating collages
- creating greeting cards
- creating calendars
- creating album pages

Creating collages

The program includes many templates that you can use to make collages with your photos.

To create a collage

1 Drag the photos for your collage into a photo tray.

2 In the task panel, select **Create**, and click **Collage**.

3 In the task panel, click **Select Layout**, and choose a layout for your collage.

4 Drag photos from the photo tray into the cells of the layout.

5 Arrange photos in the cells by selecting a cell and using any of the following options or controls:

  - **Fill Frame** — enlarges the photo to fill the cell
  - **Fit to Frame** — fits the entire photo in the cell
  - **Rotate Right** or **Rotate Left** buttons — changes the photo orientation

- **Zoom Tool** — increases or decreases the size of the photo in the cell
- **Pan Tool** — moves the photo in the cell to show hidden areas

You can also

Open an existing project	Click the **Open Project** button on the toolbar.
Create a new project	Click the **New Project** button on the toolbar.
Add additional pages	Click the **Add Page** button on the toolbar.
View a preview of the selected page	Click the **View Preview** button on the toolbar.
Change the page view	Click the **View Multipage** button on the toolbar.
Change the page orientation	Click the **View Page Horizontal** or **View Page Vertical** button on the toolbar.
Save your project	Click the **Save** button on the toolbar. The pages are saved in the Corel Project File (.SnapfireProject) format.
Print your project	Click the **Print** button on the toolbar.

For the best print results, use a photo-quality printer and paper, and adjust the printer to use the highest quality settings.

Creating greeting cards

You can use one of the many template layouts available to create special cards that contain your own photos and greetings. Just select a greeting card layout, drag pictures into the cells, add text, and print.

To create a greeting card

1 Drag the photos for your greeting card into a photo tray.

2 In the task panel, select **Create**, and click **Greeting Card**.

3 In the task panel, click **Select Layout**, and choose a layout for your greeting card.

4 Drag photos from the photo tray into the cells of the layout.

5 Arrange photos in the cells by selecting a cell and using any of the following options or controls:
    • **Fill Frame** — enlarges the photo to fill the cell
    • **Fit to Frame** — fits the entire photo in the cell
    • **Rotate Right** or **Rotate Left** buttons — changes the photo orientation
    • **Zoom Tool** — increases or decreases the size of the photo in the cell
    • **Pan Tool** — moves the photo in the cell to show hidden areas

6 Click in a text cell, and type your message in the **Text** field on the task panel.

7 To change the text format, select the text, and apply any of the following controls:
    • **Bold** $\boxed{\text{B}}$ — applies bold formatting to text
    • **Italic** $\boxed{I}$ — applies italic formatting to text
    • **Underline** $\boxed{\underline{\text{U}}}$ — underlines text
    • **Size** drop-list — changes the text size
    • **Color** box — changes the text color or lets you create a custom color
    • **Left** $\boxed{\equiv}$, **Center** $\boxed{\equiv}$, or **Right** $\boxed{\equiv}$ — aligns text
    • **Top** $\boxed{=}$, **Middle** $\boxed{=}$, or **Bottom** $\boxed{=}$ — aligns text margins

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Add additional pages	Click the **Add Page** button on the toolbar.
View a preview of the selected page	Click the **View Preview** button on the toolbar.
Change the page view	Click the **View Multipage** button on the toolbar.
Change the page orientation	Click the **View Page Horizontal** or **View Page Vertical** button on the toolbar.
Save your project	Click the **Save** button on the toolbar. The pages are saved in the Snapfire Project File (.SnapfireProject) format.
Print your project	Click the **Print** button on the toolbar.

For the best print results, use a photo-quality printer and paper, and adjust the printer to use the highest quality settings.

Creating calendars

You can share your memories with others by creating a calendar that contains your own photos.

To create a calendar

1 Drag the photos for your calendar into a photo tray.

2 In the task panel, select **Create**, and click **Calendar** to open the **Choose a month and year** dialog box.

3 Select a month from the **Month** drop-list and a year from the **Year** drop-list, and click **OK**.

4 In the task panel, click **Select Layout**, and choose a layout for your calendar.

5 Drag photos from the photo tray into the cells of the layout.

6 Arrange photos in the cells by selecting a cell and using any of the following options or controls:

- **Fill Frame** — enlarges the photo to fill the cell
- **Fit to Frame** — fits the entire photo in the cell
- **Rotate Right** or **Rotate Left** buttons — changes the photo orientation
- **Zoom Tool** — increases or decreases the size of the photo in the cell
- **Pan Tool** — moves the photo in the cell to show hidden areas

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For the best print results, use a photo-quality printer and paper, and adjust the printer to use the highest quality settings.

Creating album pages

You can create an album page by using one of the many available template layouts. Just select an album page layout, drag pictures into the cells, add text, and then print. You'll quickly have an array of album pages that you can use for scrapbooking, framing, or sharing with others.

To create an album page

1 Drag the photos for your album page into a photo tray.

2 In the task panel, select **Create**, and click **Horizontal Album Page**, **Square Album Page**, or **Vertical Album Page**.

3 In the task panel, click **Select Layout**, and choose a layout for your album page.

4 Drag photos from the photo tray into the cells of the layout.

5 Arrange photos in the cells by selecting a cell and using any of the following options or controls:

• **Fill Frame** — enlarges the photo to fill the cell

• **Fit to Frame** — fits the entire photo in the cell

• **Rotate Right** or **Rotate Left** buttons — changes the photo orientation

- **Zoom Tool** — increases or decreases the size of the photo in the cell
- **Pan Tool** — moves the photo in the cell to show hidden areas

6 Click in a text cell, and type your message in the **Text** field on the task panel.

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- **Bold** $\boxed{B}$ — applies bold formatting to text
- **Italic** $\boxed{I}$ — applies italic formatting to text
- **Underline** $\boxed{U}$ — underlines text
- **Size** drop-list — changes the text size
- **Color** box — changes the text color or lets you create a custom color
- **Left** $\boxed{\equiv}$, **Center** $\boxed{\equiv}$, or **Right** $\boxed{\equiv}$ — aligns text
- **Top** $\boxed{=}$, **Middle** $\boxed{=}$, or **Bottom** $\boxed{=}$ — aligns text margins

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Save your project	Click the **Save** 🔲 button on the toolbar. The pages are saved in the Snapfire Project File (.SnapfireProject) format.
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📝 For the best print results, use a photo-quality printer and paper, and adjust the printer to use the highest quality settings.

Choosing program preferences

Using the Preferences dialog box, you can control advanced program features, such as options for file format association, thumbnails, and multimedia. You can also reset program warning messages.

In this section, you'll learn about

- resetting program warning messages
- choosing file format associations
- choosing thumbnail preferences
- choosing multimedia preferences

Resetting program warning messages

If you have disabled warning messages by choosing not to show the message again, you can reset the warning messages so that they are displayed.

To reset program warning messages

1 Choose **File ▶ Preferences** to open the Preferences dialog box.
2 In the **General** group box, click **Reset Warnings**, and click **OK**.

Choosing file format associations

You can have certain file formats (such as JPEG) automatically open in the program when you double-click the icons on the Windows desktop. The associated files display the program icon.

File format associations control how the program interacts with many types of file formats. Changes in file format extensions do not take effect until the next time you start the program.

To choose file format associations

1 Choose **File ▸ Preferences** to open the Preferences dialog box.

2 In the **General** group box, click **File Associations** to open the File Format Associations dialog box.

3 Mark one of the following check boxes:

- To associate all listed formats that are not already associated with other applications, click the **Select Unused** button.
- To associate no file formats with the program, click the **Remove All** button.

4 Click **OK**.

You can also

Associate all listed formats	Click **Select All**.
Associate all listed formats that are not already associated with other applications	Click **Select Unused**.
Associate no file formats with the program	Click **Remove All**.

To set file extensions

1 Choose **File ▸ Preferences** to open the Preferences dialog box.

2 In the **General** group box, click the **File Associations** button to open the File Format Associations dialog box.

3 Mark the file format check boxes that contain the extensions you want to set, and click **OK**.

You can also

Add a file extension	Click **Extensions** in the File Format Association dialog box. Click **Add** in the Extensions dialog box, type in the new extension, and click **OK**.

You can also	
Delete a file extension	Click **Extensions** in the File Format Association dialog box. In the Extensions dialog box, select the extension from the list, and click **Delete**.
Reset a format to its default extension	Click **Extensions** in the File Format Association dialog box. In the Extensions dialog box, select the extension from the list, and click **Reset**.
Make an extension the preferred choice	Click **Extensions** in the File Format Association dialog box. In the Extensions dialog box, select the extension, and click **Preferred**.

Choosing thumbnail preferences

You can choose whether to display photo ratings and filenames on the photo thumbnails. You can also change how the thumbnails appear in Organize mode.

To choose thumbnail preferences

1 Choose **File ▶ Preferences** to open the Preferences dialog box.
2 In the **Organizer** group box, perform one or more tasks from the following table, and click **OK**.

To	Do the following
Display thumbnails in a column	Mark the **Display variable with thumbnail images** check box.
Show photo ratings on thumbnails	Mark the **Show ratings with thumbnail images** check box.

To	Do the following
Show photo filenames on thumbnails	Mark the **Show file name with thumbnail images** check box.

Choosing multimedia preferences

You can change the default output size of an exported video. You can specify whether you plan to play the video from a DVD, the Web, or on a high-definition television.

If your exported video fails to play, you can select a different video or audio compression method.

To choose multimedia preferences

1 Choose **File ▸ Preferences** to open the Preferences dialog box.
2 In the **Multimedia** group box, perform one or more tasks from the following table, and click **OK**.

To	Do the following
Change the video size	Choose a new size from the **Video Size** drop-list.
Change the video compression	Choose a new compressor from the **Video Compressor** drop-list.
Change the audio compression	Choose a new compressor from the **Audio Compressor** drop-list.

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