



## INSIGHTS FROM THE PRESIDENT'S DESK

By Ken Peters

### Photo Management - Editing Made Easy by Picasa2

Picasa 2 is a photo management and editing program that is free from Google. This program lets you find, edit and share the pictures stored on your computer. The program is very easy to use. It is a great program for novice and intermediate photo editors and for the more advanced who want a quick and easy way to apply basic editing and management.

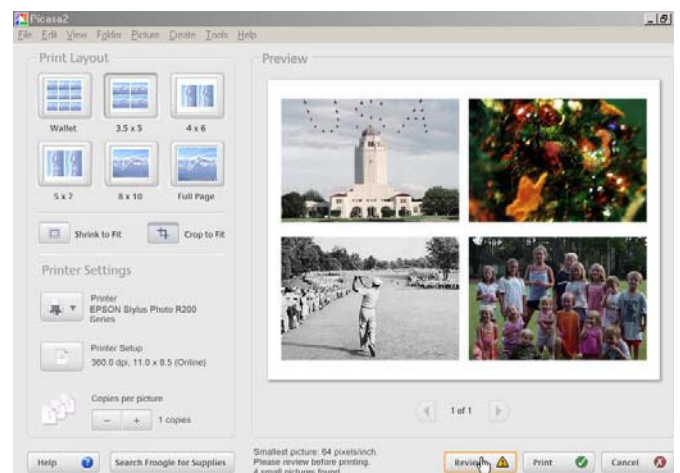
Once you install Picasa2 it will search your computer for any pictures in the following formats: JPG, GIF, TIF, PSD, PNG, BMP, RAW (including NEF and CRW). Movie files that it scans for are: MPG, AVI, ASF, WMV and MOV. Once it scans for the images, they are put in the main library screen as below.



On the left is the listing of image folders sorted by date of folder creation that Picasa found on your drives. To the right it will show thumbnails of the pictures in each folder. This window is called the Lightbox. Thumbnail size can be controlled by the slider on the right, below the thumbnail window. Below the thumbnails is a window called Picture Tray and Output options. By dragging and dropping pictures from the Lightbox to the Picture Tray you can perform various functions:

**Print** - Select the print layout size and it's done automatically. This example selected four different pictures to a page to be printed. **Email** - automatically sizes the picture for emailing so the recipient can download faster. You can use your email client (Outlook, Outlook Express, etc) or Google's Gmail or Picasa mail from Hello. **Collage** - Variety of templates to create a collage **Hello** - Share and chat about photos with friends who are online at same time and have a free Hello account.

**Blogger** - upload pictures to your blog (weblog) - free blog account from blogger.com **Order** - pictures from Ofoto, Shutterfly, Snapfish, Walmart.com **Export** - save a new JPG to your drive. Picasa never overwrites the original image. You can move images between folders by dragging and dropping to a new folder. This function will actually move the picture to the new folder on your drive not just in Picasa. **Star** Put a star on an image to designate as one of your favorites. Makes searching for favorite pictures easy. **Rotate** Select an image and click the button to rotate clockwise or counterclockwise.



From the Library window you can:

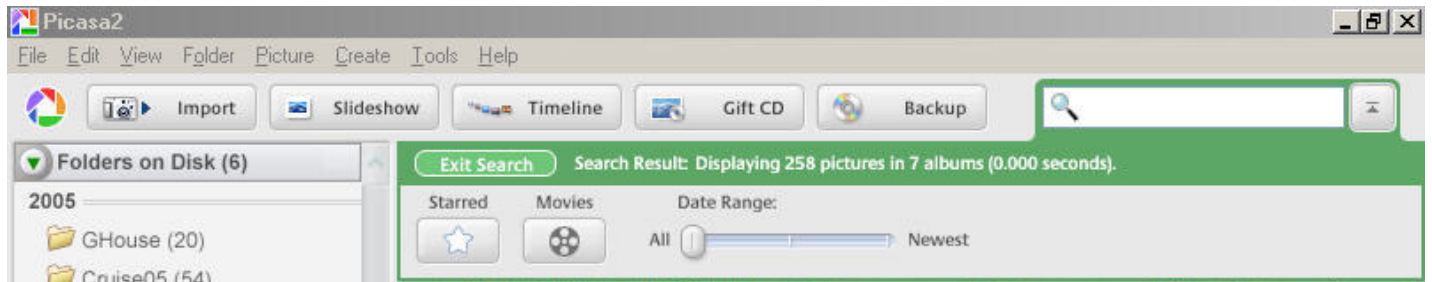
**Import** from an external source like your camera to a folder you designate.

**Slideshow** Select a folder or create a new folder or a virtual folder (Label), select the images for that folder and click Slideshow. You can also add music to your show. Burn the show to a CD to share with friends.

**Timeline** Click this function and you can view all the pictures in the folders by sweeping with your mouse. Clicking any of the folders will start a slideshow for that folder.

**Burn CD** Burn a CD for backup of your images or to share images/slideshow with family and friends.

**Search** will search the picture EXIF/camera data, keywords etc or click the star to search for those you starred, do a movies only search or use slider for date range search.



Editing features of Picasa are excellent. You can with Basic Fixes:

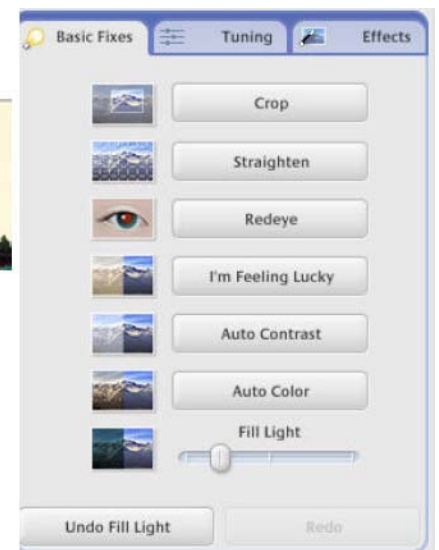
**Crop Straighten** with slider bar is very easy to do. Moving Slider straightens image. Tower no longer leans.

**Remove red eye Feeling lucky.** One click, Picasa finds its ideal color and contrast.

**Auto Contrast Auto Color Fill Light** in case your flash didn't do its job.



If all this is not enough you can fine tune with the Tuning menu.



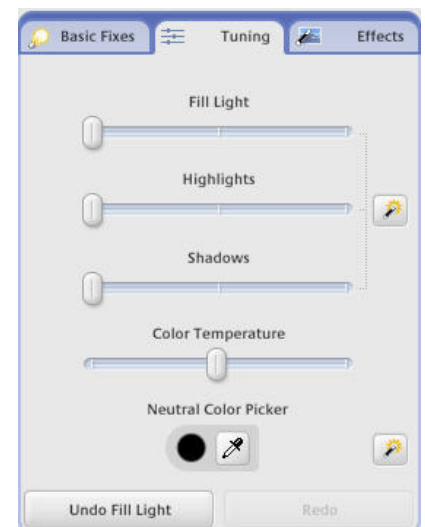
Use sliders to fine tune:

**Fill light**

**Highlight**

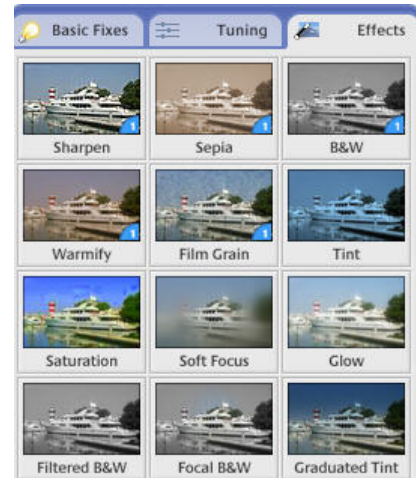
**Shadows**

**Color Temp.**



Use the Effects menu to:  
Convert to:

**Sharpen**  
**Sepia**  
**B&W**  
**Warmify**  
**Film Grain**  
**Tint**  
**Saturation**  
**Soft Focus**  
**Glow**  
**Filtered B&W**  
**Focal B&W**  
**Graduated Tint**



Any changes made are only seen in Picasa with no changes to the original image. Changes in Picasa can be easily reversed with one click (Undo buttons). Once you're satisfied you can export the image to a file on your hard drive to replace original or export with a new name for the image, preserving the original.

These are the majority of features in Picasa. It's intuitive so that even without reading the manual you can get started and use the program features effortlessly.

And all of this is for free!!

Check these websites for other free software [www.blogger.com](http://www.blogger.com) [www.hello.com](http://www.hello.com)  
[www.audioblogger.com](http://www.audioblogger.com)

**Blogger** gets you a free web log or blog with Picasa to put pictures on your blog.

**Hello** lets you share pictures with friends and family using Picasa. It's like instant messaging with your pictures.

**Audioblogger** lets you dial a phone number (unfortunately it's a 661 California area code) to record an audio

clip that's immediately posted to your blog. Now you can speak to anyone who wants to listen to your blog

(5 minute limit).

You can download the program from <http://picasa.com> .

System requirements are:

PC with 300MHz Pentium® processor and MMX® technology.

64 MB RAM (128MB Recommended)

50 MB available hard disk space (100 MB Recommended)

800 x 600 pixels, 16 bit color monitor.

Microsoft® Windows 98, Microsoft® Windows Me, Microsoft® Windows 2000, or Microsoft® Windows XP.

Microsoft® Internet Explorer 5.01 (6.0 recommended).

Microsoft® DirectX 7.0 or higher (8.1 ships with XP, 9.0b recommended).

Optional: 56K Internet connection speed or faster (for access to any online services and

picture sharing via Hello).  
Picasa 2 is currently available in English only.

Download the manual in PDF format at <http://www.picasa.com/support/index.php>

**Note:** If you have any questions about this article or any other in the newsletter or if you have any suggestions for future articles or for the computer club in general, please email me. [kmpeter@adelphia.net](mailto:kmpeter@adelphia.net)