

Paint Shop Pro XI ~ Tutorial

COMBINE PHOTOS TO CREATE A PHOTO COLLAGE



Task 1: Open File

1. Execute Paint Shop Pro XI
2. Open the images by using (*File* → *Open*) or click on the “open” icon on the toolbar or press <CTRL+O> key.

The “open” dialog box as **Figure 1** below will appear.

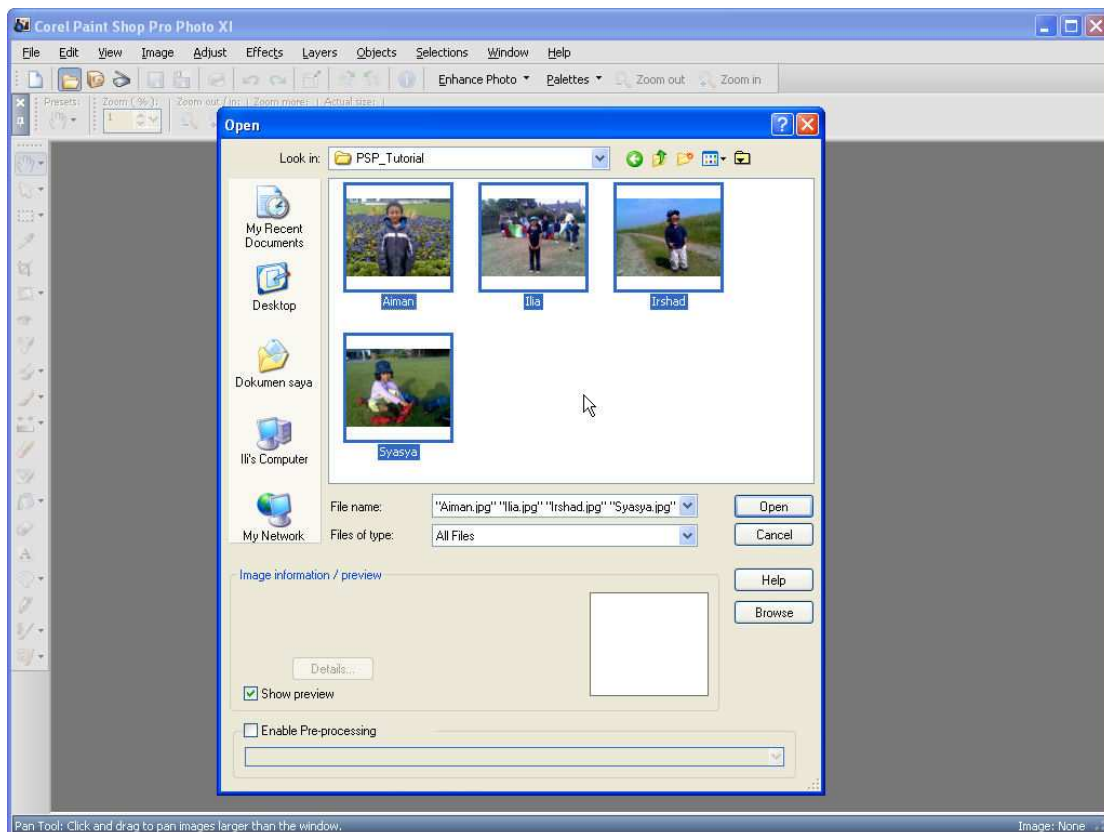


Figure 1: Open File

3. Select the file(s) you want to open and click the “open” button or press <ENTER> key.
4. All your selected image(s) will be opened on the workspace.

Task 2: Resize Image

1. Select one image and resize it to 50% of its original size. (*Image* → *Resize*) or press *Shift+S*.

The “*resize*” dialog box will appear on your workspace as **Figure 2** below.

Type in **50** inside the *width* & *height* and choose *Percent* and click *OK* button.

2. Repeat the above step for every image you want to resize.
3. **Note:** The original dimension is shown on top of the dialog box or on the bottom of the status bar, i.e. 1600 x 1200 Pixels

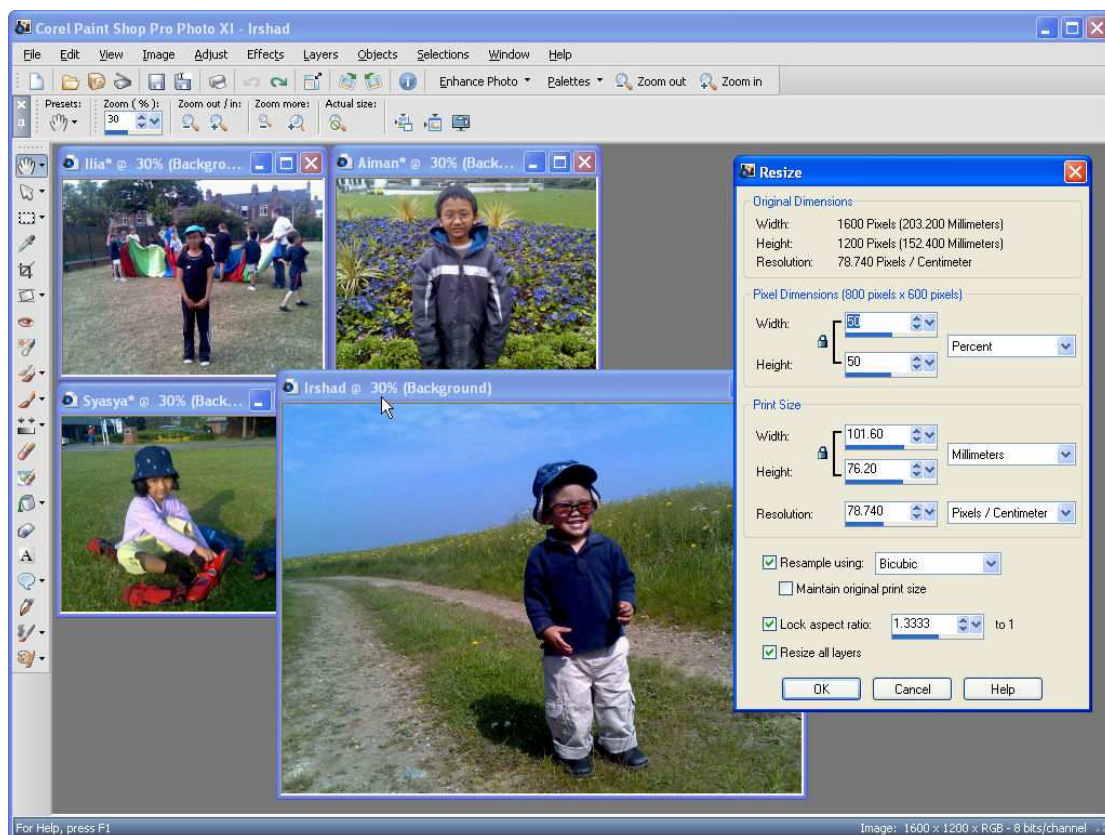


Figure 2: Resized Image

4. After your image has been resized, you can check the image size by clicking the image and look on the bottom of the status bar. (i.e. **800 x 600** Pixels).

Task 3: Add Borders

1. Adding border to the image can be done by (*Image* → *Add Borders*)

The “Add Borders” dialog box will appear on your workspace as **Figure 3** below.

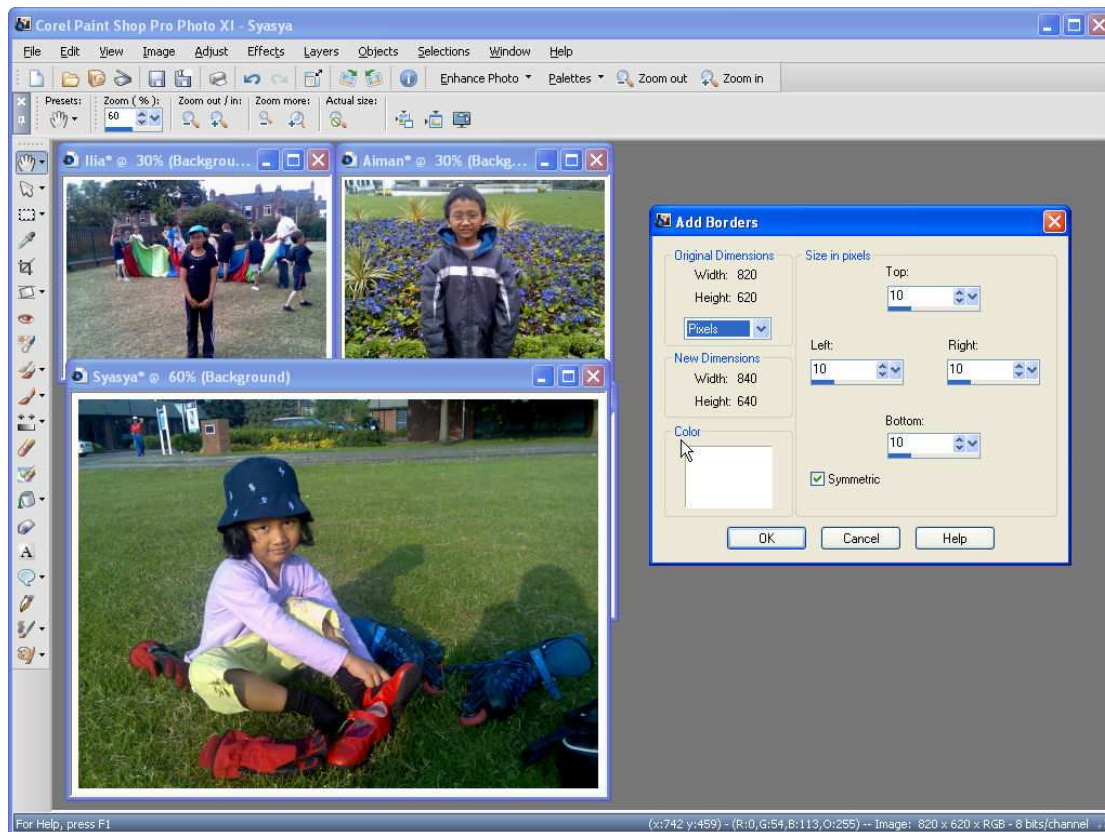


Figure 3: Add Borders

2. Enter the *value* (i.e. **10**) of the thickness of the border on either *Top/Left/Right/Bottom* box if you want the border has the same size (by checking the “*Symmetric box*”) or enter each value inside each box if you want the border to have different size.
3. The default color for the border (i.e. **white**) is shown on the *color box*. To change the color, click inside the *color box*, and *color palette* will appear. Choose the color and click *OK* button.
4. Click *OK* button or press *<ENTER>* key to add borders.
5. **Note:** The images have been enlarged by the value of the thickness. The new dimensions are shown in the dialog box above. (i.e. 820 x 620 Pixels)

Task 4: Create New Image

1. To create a new image (File → New) or click the “New” icon on the toolbar or press <CTRL+N> key.

The “New Image” dialog box as **Figure 4** below will appear.

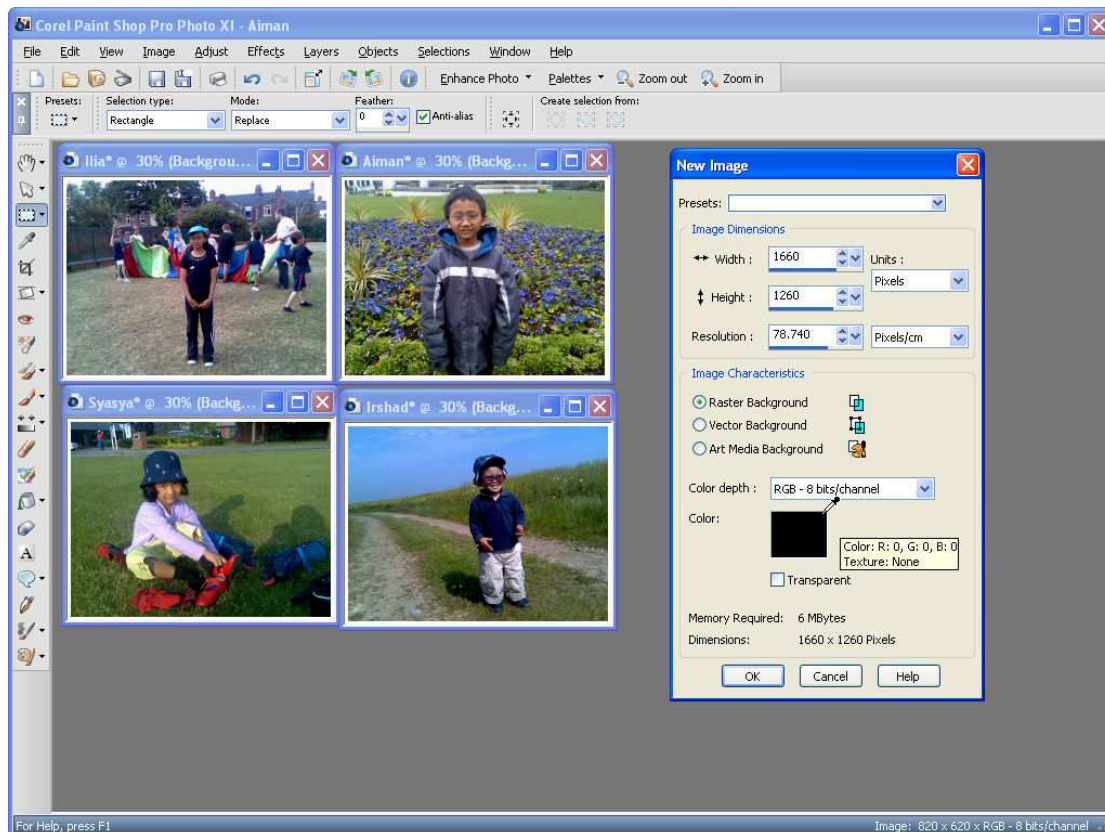


Figure 4: Create New Image

2. Enter the width & height *value* of the new image dimensions. For example, 1660 x 1260 Pixel. (**Note:** The reason we choose this dimension is to make sure that all four images in task 3 can be fitted justly in the new image).
3. The default color for the background (i.e. **black**) is shown on the *color box*. To change the color, click inside the *color box*, and *color palette* will appear. Choose the color and click *OK* button.
4. Click *OK* button or press <ENTER> key to create new image.

Task 5A: Combine multiple photos (copy image)

1. Select the image you want to copy, click the right mouse button and the *pull-down menu* will appear as shown in **Figure 5** below. Click “Copy”.
2. Or, select the image you want to copy, press <Ctrl-C> key or <CTRL-Insert> key to copy.

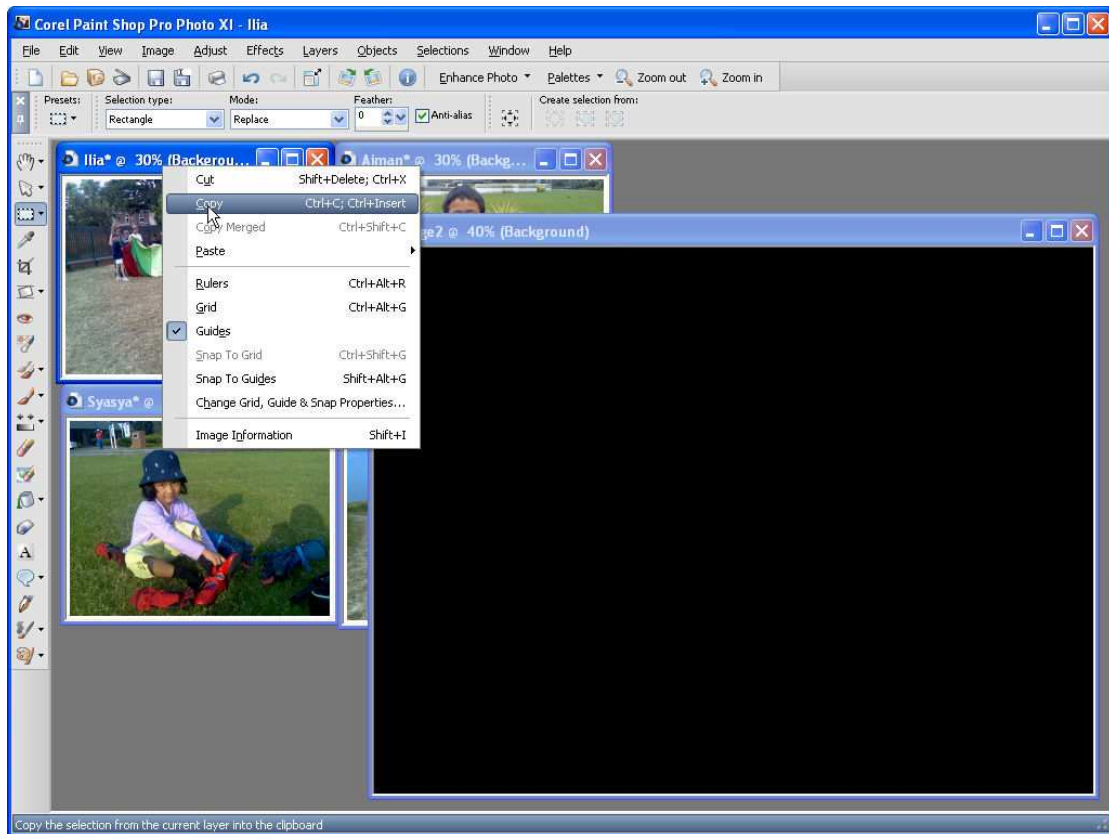


Figure 5: Copy Image

3. **Note:** This will copy the current image to the clipboard.

Task 5B: Combine multiple photos (paste image)

1. Select the new image where you want to combine the photos, click the right mouse button and the *pull-down menu* will appear, click “Paste” and another *pull-down menu* will appear as shown in **Figure 6** below. Click “Paste As New Selection”.
2. Or, select the new image you want to combine the photos, press <Ctrl-E> key to paste the image inside the new image.

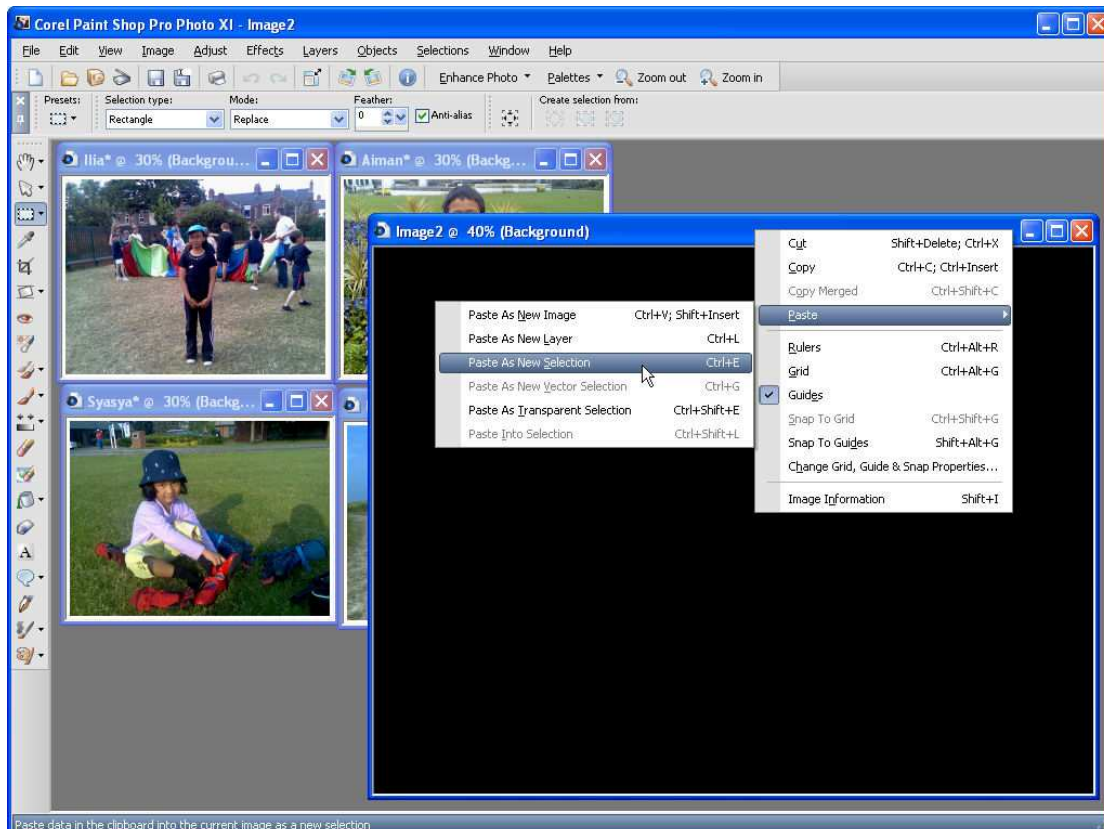


Figure 6: Paste Image

3. **Note:** This will paste the image from the clipboard to the new image.

Task 5C: Combine multiple photos (arrange image)

1. When you paste the image, you can move the image with the mouse anywhere inside the new image. When you find the suitable place to put the image, click left-mouse button. The image is now surrounded by dashes-line as shown in **Figure 7** below.

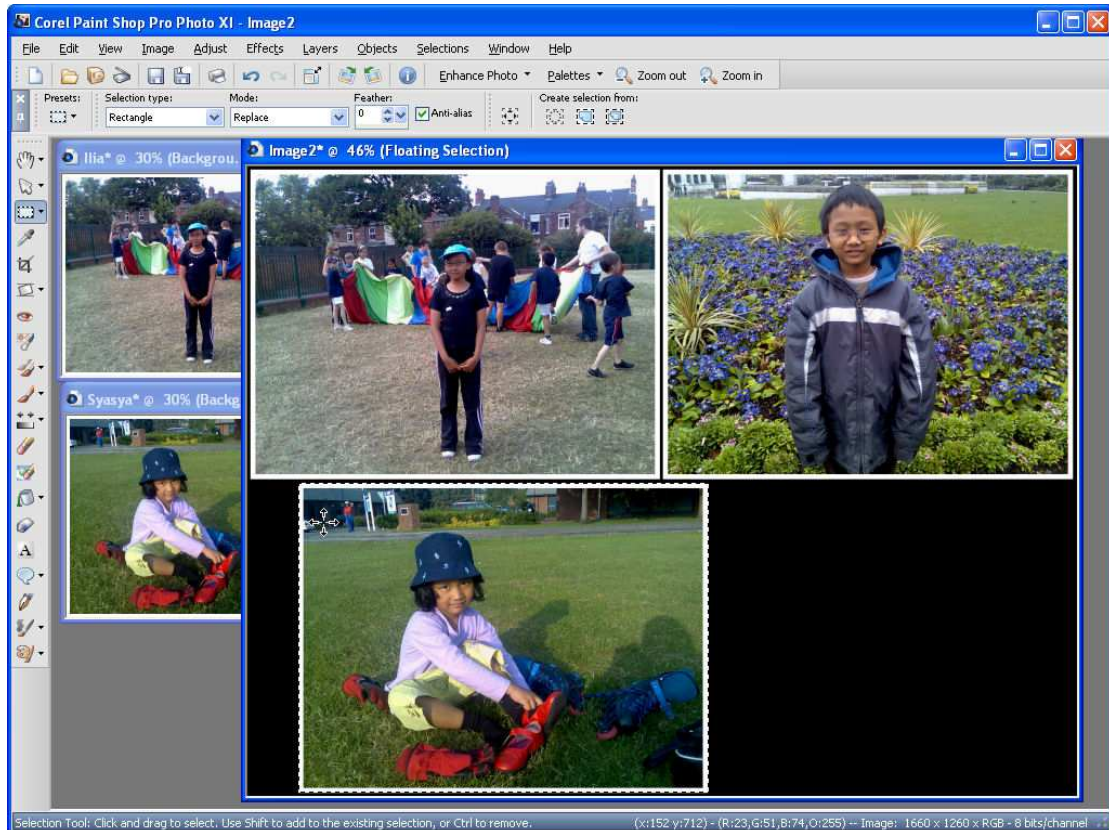


Figure 7: Arrange Image

2. You can move the image by using the mouse or arrow keys on your keyboard. If you're happy with the location of the image, just leave it there.
3. Repeat this **TASK 5** for the rest of the images.

Task 6: Applying Text

1. To add text to photos and graphics, click “Text Tool” icon on the tools toolbar as shown in **Figure 8** below.
2. Click the photo where you want the text to appear.

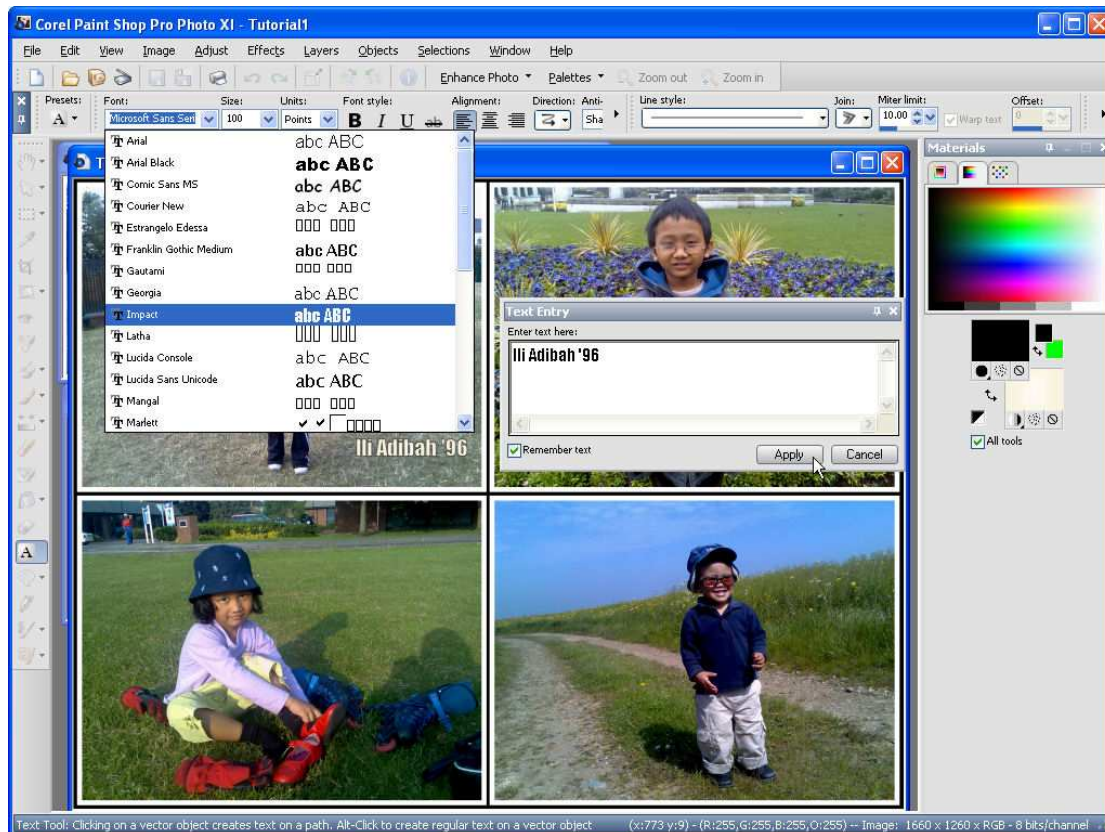


Figure 8: Applying Text

3. Select a font, font size, and style from the “*Tool Options Palette*”.
4. Select two colors from the “*Material palette*”. If the material pallettes does not appear, go to (View → Pallettes → Materials) or press <F6> key. The Background color sets the fill color, the Foreground color sets the outline color.
5. Enter the text in the “*Text Entry*” dialog box.
6. Click *Apply*.
7. You can move the text by using the mouse or arrow keys on your keyboard. If you’re happy with the location of the text, just leave it there.
8. To add more text, repeat this **TASK**.