



# Digital Image Editing for Family Historians

Family History Conference Class Handout



## Digital Photographs vs. Scanned Images

- Digital Cameras – Photographs of people and places. Some photographs of documents.
  - File Formats: JPEG, PNG, GIF, RAW
- Digital Scanners – Scans of Photographs including slides and negatives - Also Documents.
  - File Formats: TIFF, JPEG, BMP

For a Primer on File Formats – See Wikipedia Article: [http://en.wikipedia.org/wiki/Graphics\\_file\\_format](http://en.wikipedia.org/wiki/Graphics_file_format)

## Why Do I Need Image Editing Software?

- Image Editing Software can be your “Digital Darkroom” allowing you to correct any imperfections in the original image. This can be invaluable to a Family Historian.
- Here is an incomplete list of what Image Editing Software can do for you:
  - Catalog, Organize and View your collection of images
  - Crop (Select) a portion of an Image for printing or saving
  - Straighten Crooked Images
  - Correct or Improve Lightness and Contrast
  - Resize Images for specific purposes (e-mail, scrap booking, printing, picture pedigree, etc.)
  - Restore Faded Images
  - Color Correction and Restoration
  - Remove dust specs and other imperfections
  - Restore damaged images: rips, tears, folds and even replace missing portions of an image

## Which Image Editing Software is the Best?

- If money is no object and you have time to learn: Adobe Photoshop CS4 - \$699


### Top Ten Free Image Editing Programs:

1. PhotoScape
2. GIMP for Windows
3. Serif PhotoPlus
4. Paint.Net
5. Pixia
6. VCW VicMan's Photo Editor
7. PhotoFiltre
8. Ultimate Paint
9. ImageForge
10. Picasa (Google)

Honorable Mention –  
Web-Based Image Editor:  
<http://splashup.com/splashup/>

<http://graphicssoft.about.com/od/pixelbasedwin/tp/freephotoedw.htm>

### Top Ten Commercial Image Editing Programs:

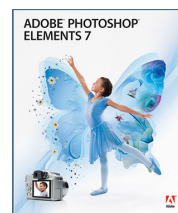
1. Adobe Photoshop Elements 
2. Corel Paint Shop Pro Photo
3. Serif PhotoPlus
4. Ulead PhotoImpact
5. ACDSee Photo Editor
6. PhotoSuite
7. FotoFinish Suite
8. Photo Explosion
9. PhotoImpression
10. PhotoStudio

<http://photo-editing-software-review.toptenreviews.com/>

For this class we will use **Photoshop Elements Version 7** – \$89 (List) - \$69 (Discounted)

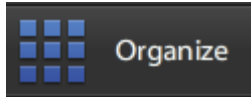
- ✓ New Features Trickle Down from Photoshop CS4
- ✓ Top Rated Commercial Image Editing Program
- ✓ Many Books and Tutorials available
- ✓ Powerful and Moderately Easy to Learn

A 30-day Free Trial is available for download:  
<http://www.adobe.com/products/photoshopelwin/>

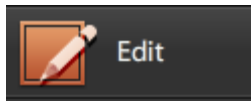


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## Photoshop Elements – Main Menu



“**Organize**” – Browse your image collection, add keywords, organize and catalog your collection



“**Edit**” – Modify your digital images using Quick Fix, Full Editor or Guided Edit

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## Photoshop Elements – Organizer





- Use the Organizer to view thumbnail (small) images of your digital images
  - Display Image Size, Date, File name
  - Tag your images with keywords for later searching
  - View any individual file
  - Set any selected file as your Desktop Wallpaper
  - Edit an image (Quick, Full or Guided Edit)
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## Windows XP “My Pictures Slideshow” – Your own custom Family History Screen Saver

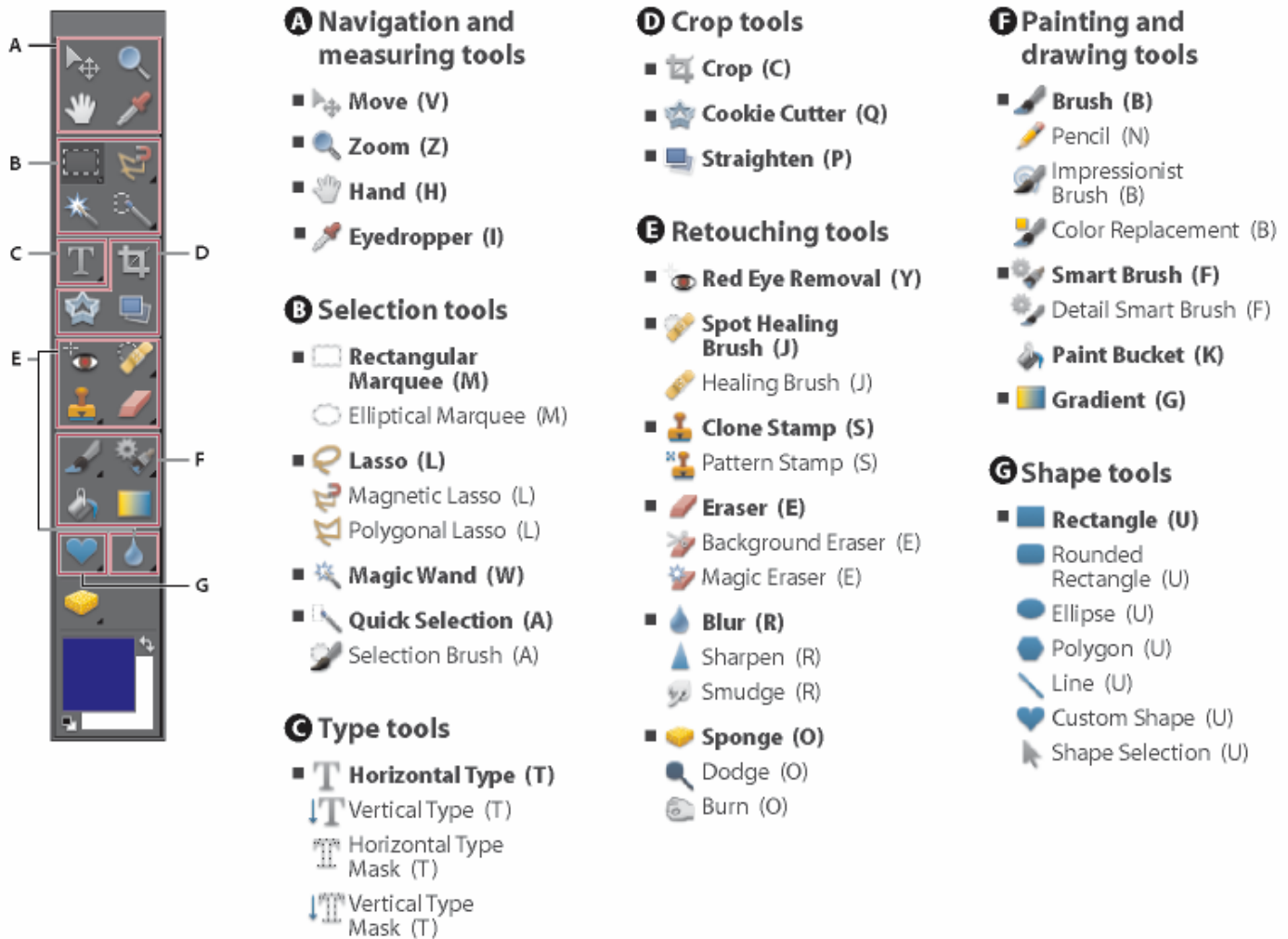
- Screen Saver – A program that periodically alters the image on your screen when idle
  - Windows XP can cycle through and display a directory of digital images as a screen saver
  - Steps to Set up “My Pictures Slideshow”
    - Save one or more digital images to a specific directory on your hard disk
    - Right Click on an unused spot on your desktop and select “Properties”
    - Click on the “Screen Saver” Tab of the “Display Properties” window
    - From the Screensaver pull-down menu - select “My Pictures Slideshow”
    - How often should pictures change: 6 seconds
    - How big should pictures be: 100%
    - Click on the “Browse” button to select your picture directory
    - Click on “Allow scrolling through pictures with the keyboard”
    - Click on “OK”
    - Click on “Preview” to see if you have set up the slideshow correctly (arrow keys to advance)
    - Adjust the Wait time to a value that works for you – I use 15 minutes
    - Click on “OK”
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## Photoshop Elements – Editor

- The “Toolbar” on the left contains icons used to access many of the program’s features
- The tools we will use in this class are as follows:

- Zoom  Zoom in and out as needed using this tool
  - Crop  Crop and portion of an image and save to a new file name
  - Straighten  Use this tool to straighten a crooked image
  - Clone Stamp  Repair an image by copying pixels from one area to another
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## Photoshop Elements – Toolbar Tools Available



### Crop an Image

- Load your image to be cropped into the Editor
- Select the Crop tool from the Tool Box
- Click and hold – drawing a rectangle around the desired portion of the picture
- Click on the green check mark
- From the menu select “File”, “Save” to create a new file containing your cropped image

### Create a Picture Pedigree in Personal Ancestral File 5.2

- Repeat the “crop” procedure above and save head shots for each of your ancestors into a directory on your hard disk. In my example images are 165x265x256 – JPG and TIF
  - From PAF 5.2 follow these steps to link a headshot with each ancestor name:
    - Right click on the person’s name and Select “Multimedia”
    - Click on “Add” and then “Browse”
    - Select photo, then click on: “Open”, “OK”, then “Save”
  - To Print or View your Picture Pedigree from PAF 5.2:
    - Click on “File”, “Print Reports...” then click on the “Pedigree” Tab
    - Select “Include Photos”, “Generations=4” then “Preview” to view on screen or “Print” to print
- } Repeat for each Ancestor

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## **Straighten a Crooked Image**

- Load your image to be straightened into the Editor
- Select “Image”, “Rotate”, “Straighten Image”
- Crop as needed

**To Crop & Straighten in one step:**  
Select “Image”, “Rotate” and then  
“Straighten and Crop Image”

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## **Color Enhance, Adjust and Correct Image in one Sep**

- Load your image to be color adjusted, including brightness, contrast, etc. into the Editor
- Select “Enhance” and then “Auto Smart Fix”
- To adjust the amount of “Smart Fix” to apply use the “Adjust Smart Fix...” slider

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## **Resize Image**

- Load your image to be resized into the Editor
- Turn on the ruler by pressing Ctl-Shift-R
- Click on the menu item “Image”, “Resize”, “Image Size...”
- For Digital Photos – uncheck “Resample Image”
- For Scanned Images – check “Resample Image”
- Type in the new resolution:
- For Screen/Web/E-mail use – 72ppi
- For Printing at home – 150ppi
- For Professional Printing – 212ppi
- Click “OK”
- Note: If a specific Pixel dimension is required – “Resample Image” should be checked

**Advantages of this Technique:**

1. Resolution is adjusted with no loss of quality
2. Image dimensions are adjusted as needed

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## **Restore Faded Image**

- Load your image to be restored into the Editor
- Click and Drag the Background Layer onto the “Create a New Layer” icon
- Set the Blending mode for the layer to “Multiply” from the pull-down list
- Repeat the above two steps as many times as needed to restore the faded image
- Flatten / Combine the layers by clicking on the menu “Layer” and then “Flatten Image”

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## **Repair Damaged Image – Remove unwanted blotches, specs and stains**

- Load your image to be repaired into the Editor
- Zoom into the affected area of the image using the Zoom tool (Z)
- Select the “Clone Stamp” (S) tool from the Toolbox
- Select a Soft Brush from the brush pallet in the upper left corner of the editor
- Hold ALT key and click in area adjacent to the blemish where color is considered good
- Click on the blemish as many times as needed to remove it from the image

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## **Further Reading and Training**

- <http://www.adobe.com> - follow the link to Photoshop Elements
- The Photoshop Elements 7 Book for Digital Photographers - <http://www.scottkelby.com/books.html>
- Tutorials – Use Google Search with keywords “Photoshop Elements Free Tutorials”