

USING MICROSOFT PHOTOSTORY 3

Open Photostory3

Select “Begin a New Story”

Click Next

IMPORT AND ARRANGE YOUR PICTURES

Click “import pictures” and locate the destination where images are located.

Click on your first image and insert. You can insert multiple images by clicking the first images, holding the shift key and clicking the last image, or by clicking an image, then holding the ctrl key to select random images.

Images can be rearranged by dragging and dropping to put in the desired order.

EDITING IMAGES

Simple editing tools can be found on the bottom of the image panel you are working on.

Each image can be edited to remove black borders, if desired.

Click the “remove black borders” link under the import pictures button.

The program will prompt you if this will degrade the image and you can bypass this step for that image.

ADDING/EDITING EFFECTS

Effects can be added to your images if desired. You can choose to have no effects, or change to Black and White, Chalk and Charcoal, Colored Pencil, Diffuse Glow, Negative, Outline Black, Outline Gray, Sepia, Washout and Water Color

Select your image, and click the “edit” option on the bottom of the image. The tabs at the top will allow you to crop, rotate or add effects.

SAVE YOUR PROJECT AT THIS POINT BEFORE CONTINUING.

USE THE “NEXT” BUTTON AT THE BOTTOM OF THE SCREEN TO ACCESS OPTIONS.

You can add text to your pictures by typing in the text box.

YOU CAN RECORD SOUND NARRATIONS FOR YOUR PICTURES:

Insert a microphone into the computer

Use the “next” button at the bottom to navigate to the record prompt

Click the record sound button

Record your narration

Click the stop button

Test the voice-over by using the “preview” feature.

Use the curved arrow button to remove the recording and begin again.

CUSTOMIZING MOTION AND TRANSITION

Motion and duration:

Click on the image you wish to work with.

Click on the customize motion button below the picture.

Click “specify start and end position of motion” (located at the top)

The image will appear twice – start and end positions.

Use the dots at the border of the image to position where the image will open in the start position, and where it will close at the end position.

You may set the duration of display for automatic, or customize the number of seconds the image will display.

Preview the motion and save or edit. This save function is only for the motion effect and does not serve to save the project.

Transition effect:

Select the transition tab at the top to choose your desired transition effect and the transition time.

Preview the transition and save or edit. This save function is only for the transition effect and does not serve to save the project.

ADDING BACKGROUND MUSIC

Use the next arrows to navigate to the “add music” feature

Choose the “select music” or “create music” feature.

The “select music” button allows the user to select mp3 files or download from an approved source.

The “create music” button allows the user to take advantage of the onboard music held in the Photostory Program.

Options such as genre, style, bands and moods are available. You can also adjust the tempo and intensity of the selection.

Play to preview the music you’ve selected, then click OK, or go back and change.

Once the track is loaded, be sure to adjust the volume, and click “next”. Repeat for each image.

SAVE YOUR STORY

Click the save button at the bottom and choose “save story for playback on your computer”. Be sure to select the location designated by your teacher.

PhotoStories may be recalled and edited as any other file.