

Intermediate: HP Image Editor


All Hillingdon Libraries PCs have several image manipulation applications available on them. Most of them will perform all basic functions like **cropping** and **rotating**, some will have more advanced features (e.g. **Serif Photoplus 6** allows you to work with layers and animated gifs, whilst **Picasa** will enable you to create picture shows). The **HP Image Editor** is easy to use and has very good built in **Help files**, so it is perfect if you are a beginner at image manipulation.

Getting Started

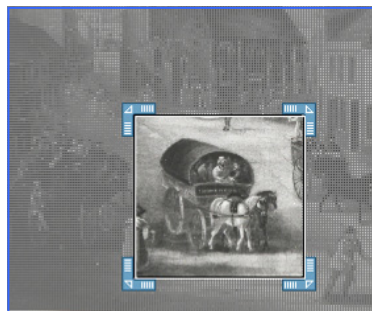
1. Click on the **Programmes** tab on the launcher pad.
2. Click on the **HP Image Editor** button.
3. Click on the **File** menu.
4. Click on **Open...**
5. Find the image you wish to edit (you can only work with one image at a time) and click on the **Open** button.



Selecting an Area of the Image

If you move the mouse pointer anywhere over the picture, it should turn into a cross-hair 

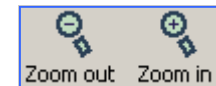
1. Position the mouse pointer where you would like to start your selection.
2. Press and hold the left mouse button and move the mouse to draw a rectangle over the area you wish to select and then release the left mouse button.



Any area outside of the rectangle will appear dimmed. Each corner of the rectangle will have a blue handle that you click and drag to adjust your selection area.

Changing Zoom Settings

To **reduce** or **enlarge** the image on the screen, or a section of it, click on the **Zoom out** and **Zoom in** buttons on the **Main** toolbar.



Cropping an Image

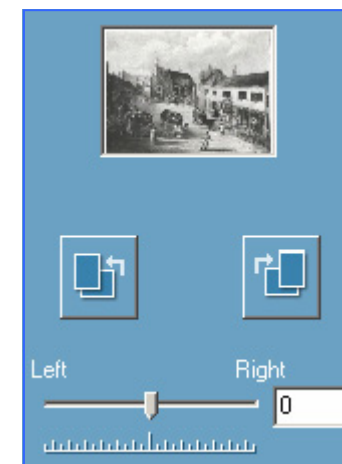
To trim a picture, remove any white space around it or just retain a section of it:

1. Select the area of the image that you wish to keep.
2. Click on the **Crop** button on the **Main** toolbar.



Rotating an Image

1. Click on the **Rotate** button.
2. To rotate the image either:
 - Use the buttons to rotate the image 90 degrees to the left or right.
 - Use the slider bar to rotate the image in smaller increments. The range is from -45 degrees to +45 degrees in increments of 1 degrees.
 - Type the angle in the box.



3. Click on the **OK** button to apply your changes.

Flipping an Image

1. Select all or part of an image or object.
2. Click on the **Image** menu,
3. Click on one of the following options:
 - **Flip Right to Left** (to mirror the image vertically)
 - **Flip Top to Bottom** (to mirror the image horizontally)