



Having Fun with Graphics Using MS PhotoDraw 2000 V2

Start MS PhotoDraw by clicking on Start/Programs/Microsoft PhotoDraw V2

Creating a cookie-cutter cutout from a photograph

A Microsoft PhotoDraw cutout is simply a duplicate of a selected area in an object. Unlike cropping, creating a cutout lets you trim unwanted portions of a picture without altering your original picture. You can create a cutout in several ways:

- **Use a cookie-cutter shape:** When you want a clean, symmetrical cutout, you can cut out a square, an oval, a heart, or any other shape included in PhotoDraw.
- **Use the Edge Finder:** If you want to cut out along a precise outline that you can adjust, use the Edge Finder. This feature works best with areas that contrast sharply. For example, in a photo you might cut out a person standing in a landscape.
- **Trace an area by drawing:** You can use the Draw features to create a freehand cutout. This method works best when you want to trace or modify a highly intricate cutout.
- **Select colors:** You can cut out the same or similar colors in an object. This method works best when your picture contains areas of distinct color.

1	Open a photograph in the PhotoDraw workspace.
2	On the Crop Size menu, click Cut Out. The Cut Out workpane appears.
3	At the top of the workpane, click By Shape.
4	In the gallery, select the shape you want to use as your cookie cutter.
5	In the workspace, click and drag out the shape that you want to cut out.
6	To resize and reposition the shape, drag the resize handles and the rotate handle.
7	To soften the edges of the outline, move the Edge slider towards Soft.
8	On the Cut Out toolbar, click Finish.

To further enhance the edges of your cutout

	On the workspace, select the object you want to modify.
	On the Edge menu, click Designer Edges. (You may also choose Plain Edges, Artistic Brushes, Photo Brushes, Theme Brushes, or Soft Edges.)
	In the workpane, click the type of gallery you want to view (Artistic, Paper, Traditional).
	To apply an effect, click on its preview in the gallery.
	Tips: Click Stretch to Fit to fit the Designer Edge to the selected object. This shrinks or stretches the edge so that its proportions change. To remove the effect, click Undo on the Edit menu or X in the upper-left corner of the gallery.

Adding Text to a Photograph

1	Open a photograph
2	On the Text menu, click Insert Text. The Text workpane appears.
3	In the text window, type the text you want to display. The text you typed will appear on top of the photo. (Tip: If you want to have two or more lines of text, press enter to split the lines.)
4	Change these settings: <ul style="list-style-type: none">• In the Font box, choose a font.• In the Size box, enter the size you wish to use.
5	At the top of the workpane, click Fill, and then click Solid Color.
6	Select a color from the color box that will contrast with your photograph.
7	Drag the text over the center of the photo.

Bending Text

1	Select the text object that you created.
2	On the Text menu, click Bend Text. The Text workpane appears.
3	In the text gallery, click Quarter Circle Up. Your text bends into a semicircle.
4	In the workpane, drag the Amount slider to the right to soften the curve of the semicircle. Your text now appears as a curve that's between a straight line and a semicircle.
	Tip: You can also bend text into a wave and other shapes. On the Effects menu, click Distort and then click one of the shapes in the gallery on the Distort workpane.

Filling Text with Colors and Pictures - Applying a Gradient Fill

1	Select the text object. Because text fills show up better in bold or heavy text, you need to choose a heavier font: <ul style="list-style-type: none">• On the text menu, click format text• In the text workpane, enter Britannic Bold in the font box. (Or choose another wide or heavy font.)• Change the size setting to 72.0 pt.
2	At the top of the workpane, click Fill, and then click Two-Color Gradient.
3	Under Start, click the yellow square (the second square in the top row). Under End, click the red square (the third square in the bottom row).
4	In the Angle box, type 315.
	TIP: To choose a ready-made gradient, click Designer Gradient on the Fill menu.

Applying effects that simulate the texture of wood, glass, metal, or other three-dimensional materials, follow these steps:

1	Select the text object.
2	On the Text menu, click 3-D Text. The 3-D workpane appears
3	At the top of the workpane, make sure that Designer 3-D is selected, and then click Marble 1. The text is redrawn with the 3-D effect you just selected.
	TIP As an alternative, you can simply add a bevel effect to make your text stand out from the rest of your picture. Click Emboss and Embed on the Web Effects menu to choose an effect that you like. Or use one of the PhotoDraw readymade text effects. Click Designer Text on the Text menu, and choose an effect.



Creating Web Graphics Using PhotoDraw

Creating a tiled Background for a Web Page

1	Open a picture in the PhotoDraw workspace
2	On the Fill menu, click Theme Texture.
3	In the Fill workpane, select a texture that matches the theme of your Microsoft FrontPage web. If you don't currently have a FrontPage web that uses a theme, select a texture that you like from the gallery.
4	On the Effects menu, click Transparency.
5	In the Transparency workpane, move the slider to 85%. This washes out the colors so that it's easy to read text that appears on top of the picture.
6	On the Save Send menu, click Save for Use In.
7	In the Save for Use In Wizard, click As a background in Microsoft PowerPoint, FrontPage or Word, and then click Next.
8	Click Microsoft FrontPage, and then click Send it to the selected program. Click Next.
9	Click Tile the picture across the background, and then change the Scale setting to 50% to tile each image at 50% of its original size. Click Save.
	Microsoft FrontPage 2000 opens a new page that uses your tiled background. When you save the page, FrontPage prompts you to save your background. If you don't have FrontPage 2000 installed, choose Microsoft FrontPage and Save it as a file in step 6. You can then follow the steps in the wizard to save your tiled background, and place it on a Web page later.

Creating a web button with a 3-D appearance

1	On the toolbar, click New to open a new picture.
2	On the Draw Paint menu, click Shapes.
3	In the Edge workpane, double-click the graphic you want to use for your button.
4	In the workspace, Drag your graphic onto the background in the workspace.
5	At the top of the Edge workpane, click Styles, and then click Designer 4 in the gallery.
6	On the Web Effects menu, click Emboss and Embed.
7	In the Emboss and Embed workpane, click Embed 8 to add a bevel to your button.
8	On the Text menu, click Insert Text.
9	In the Text workpane, make these entries: <ul style="list-style-type: none"> • In the text window, type Home. • In the font box, enter Verdana. • In the Size box, enter 12.0 pt.
10	In the workspace, drag the text on top of the button.
11	Press SHIFT and click the button so that both objects are selected. (Or drag the selection tool to select both objects.)
12	On the Arrange menu, click Group.
	TIP To begin with a shape that already looks like a button, double-click any shape whose name begins with button in step 3. You can then skip steps 6 and 7. Or, to start with a ready-made button that you can customize, click Web Graphics on the Templates menu, and then choose any of the Buttons templates
	CHALLENGE: Choose any clip art graphic and turn it into a button.

Apply a rollover effect to your button. (A rollover effect changes your button's appearance when your reader hovers over it or clicks it.)

1	Make sure your button is selected.
2	On the Web Effects menu, click Rollover.
3	On the Rollover workpane, choose the rollover effect you want to use. To preview the rollover effect on your button, click Preview in Browser.
4	Save the button as a file and place it on a Web page later, click Save as Web page on the Save Send menu, and follow the steps in the Save for Use In Wizard. PhotoDraw creates an .htm file is created containing instructions on how to copy the rollover code to your Web page, and an images subfolder to hold the set of rollover images.

Creating a GIF Animation

1	Open a new picture
2	Insert a clip art picture. Resize your clip art to under 2.00 x 2.00 inches
3	On the View menu, click Background Handles. TIP Some animation effects add to the size of your selected objects. It's a good idea to make the background slightly larger than the selected objects so that the edges of the animated GIF don't appear clipped.
4	Drag the background handles to enlarge the background to slightly larger than your clip art. Hint On the Edit menu, click Select None before you resize the background to avoid resizing the logo.
5	Drag the logo to the center of the background.
6	Apply fill and edges, as desired.
7	On the Web Effects menu, click Animated GIF.
8	In the Animated GIF workpane, select an animation effect from the gallery.
9	To see the animation in your default browser, click Preview in Browser.

Saving your GIF animation

1	In the Animated GIF workpane, click Finish
2	In the Save Animated GIF Wizard, click 96x96 in the Export size list, and then click Next. Hint The values in the Export size list depend on the size of your picture. If 96x96 does not appear in the list, click the size that is closest to it.
3	Click Optimized palette, and then click Next.
4	Click Let the Web page background show through, and then click Next.
5	Click My Web page's background is the following solid color, and make sure that white is selected in the color list. Click Next.
6	Click Preview in Browser to see the animation in your default browser.
7	In the Save Animated GIF Wizard, click Finish. Then click Save to specify the name and location of the animated GIF file.
	TIP To insert the animated GIF on your Web page in Microsoft FrontPage, point to Picture on the Insert menu, and click From File. Then select the file you just saved, and click the Preview tab to watch the animation.