

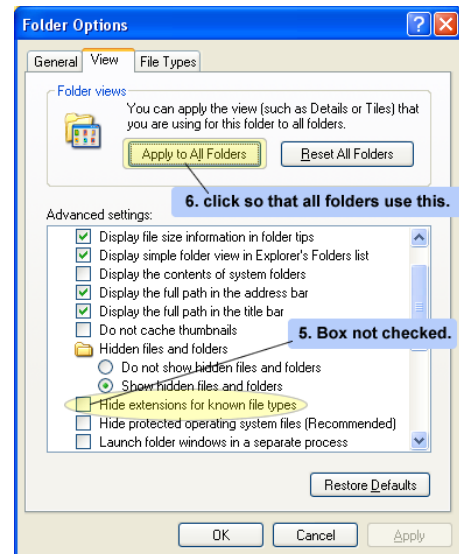
First Photo Project

For this project we will take a classroom picture and then each student in the class will crop his/her image from the photo and save it as a separate JPG file for use in a PowerPoint project.

Setting Folder View

This is an important first step before we use Fireworks. In order to work with images it is essential that you are able to see the type of image file as well as the file size of the image.

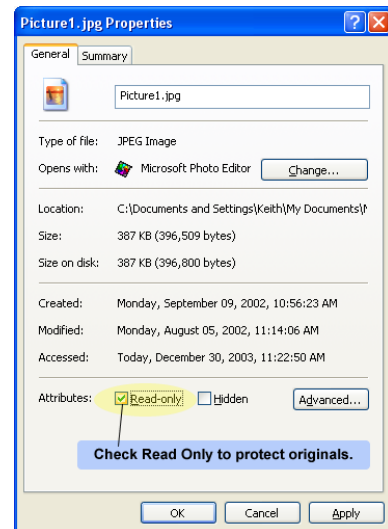
1. Open a folder on your hard drive.
2. Click on **View** menu and then select **Details**. This will provide you with information about files that is essential when working with images.
3. With the folder still opened, click on the **Tools** menu and select **Folder Options**.
4. In the open dialogue box select the **View** tab.
5. Make sure the box is NOT checked for **Hide extensions for known file types** and then click **OK** to close the window.
6. Click **Apply to All Folders** so that this preference is used for all folders on your computer.




Using Fireworks

Selecting and Opening Image

1. Find folder that has your team's photo image (note that you should see file extension and file size, type, and date modified).
2. Right mouse click on your team's photo and select **Properties**. Check the box for **Read Only**.
3. Right mouse click your team's photo and select **Open with Fireworks**.



Cropping

1. Click on the **Crop Tool** in your tools pane. 
2. Use the tool to draw a rectangle around your image within the group photo.
3. Hit **Enter** to crop your image from the large class photo.
4. **Tip:** You may need to change the **Magnification** for best viewing of your image.

Adjust the Photo's Color

1. Select the **Pointer Tool** and then click on the image to select your photo.
2. Go to **Properties Panel** at bottom of the screen.
3. Find **Effects** and click "+" to add an effect.
4. Select **Adjust Color** and then **Auto Adjust**. Fireworks will automatically adjust your photo for best color display.
5. Click the "+" again and try another option on your photo (try **Brightness and Contrast** or **Curves**).
6. **Tip:** playing around with various tools will help you become aware of their uses and properties.

Undo and Redo

Undo and Redo are the graphic designer's best friends. They allow you to compare recent changes and to go back through multiple changes to an original state. Undo and Redo are available in the Edit menu as well as tool icons (curved arrows) in the toolbar. Most designers prefer to use the keyboard shortcuts below:

1. Hit **Control-Z** (Undo) until you get back to the large classroom photo as it existed when you first opened the file.
2. Hit **Control-Y** (Redo) until you get back to the last change you made to the file.
3. Decide on the image you want to keep (or adjust more until you are satisfied with the look).

Image Size

1. Check your image's properties in the **Properties Panel** at the bottom of your window and find the **width and height** of your photo.
2. Click on the **Modify** menu and then **Canvas** and select **Image Size**.
3. **Enter 80** in the first box (width) and then hit **Enter** (length is edited proportionally to width)
4. Image is now 80px wide.
5. **Undo** the image resize (Control-Z).
6. **Repeat** process but this time make image **twice as wide** as it was originally. **Undo** this resize.
7. Finally, **modify image** so that it is **240px wide**.

Exporting

1. Click on **File** menu and then select **Export Preview** (Control-Shift-X)
2. Try different formats such as **GIF, BMP, TIFF** to see how the file size and quality is affected
3. Use the **JPG** format and select the percent that provides the best quality with small file size (suggest 85% quality).
4. When done click the **Export** button and navigate to your folder.
5. Label the file with your name and the number 240 (i.e.: "samt 240") and click enter to save in JPG format.

Review

1. Why should original photos be "Read Only" files?
2. What is the best way to open files in Fireworks?
3. Why would you use the crop tool?
4. How can you improve the look of a poorly taken photo?
5. How can you find out how wide your image is?
6. What are some of the export file format options in Fireworks?
7. How will you decide which format to export your image?
8. What is important to know when naming files?

Part II Using Tools and Effects

Canvas

Note: Like a painter's canvas, the canvas in Fireworks is the area that holds your images and objects. Even a photo from your camera will be put on a canvas when opened in Fireworks.

1. Click on **Modify** menu and then **Canvas** and select **Image Size** (all of these steps/properties can also be altered within the properties panel).
2. Change the **width and length** of the canvas by **100 pixels** (unlike resizing an image both width and length have to be changed individually).
3. Using the same process as above, change the **color of the canvas** to white.

Creating Rectangle Objects

*Note that geometric and auto-shape objects have both a **fill color** and a **line color** and property.*

1. Select the **Rectangle** tool.
2. In your **Color** pallet, select black or dark colors for both fill and line.
3. **Draw a rectangle over the top of your photo** (try to make the rectangle slightly larger than the photo)
4. **Tip: Experiment with different fill and line color combinations for your rectangle.**

Arranging Objects

Note: After using one tool you must always reselect the pointer tool to be able to select an object. If you can't select an object you might not have the pointer tool selected. Sometimes another tool effect (crop, wand, etc.) can be still waiting for final action. This will also interfere with the ability to use the pointer tool.

1. At this time your rectangle should covering up your photo.
2. Select the **pointer tool** and click on the rectangle
3. Try moving the rectangle to a new location and then hit **Control-Z** (Undo) to put back to original location.
4. **Right mouse click** on the rectangle and select **Arrange** and then **Send to Back**. This will send the rectangle to the back layer of the canvas so that all other objects will be in front of it.
5. Select the rectangle and **resize** it by dragging a corner so that it frames the photo evenly on all sides.

Adding Text

1. Select the **Text** tool.
2. Click on your photo and type your name (text box appears on top of image and auto expands to fit your text).
3. Select the **Pointer** tool and move the **Text Box** to the bottom of your photo.
4. Go to the **Properties Panel** where you can **Resize** and **Format** your text for best look (color should contrast with photo area).

Shadow and Glow

Shadows and glows are used to add depth, emphasis, or clarity to objects. As a general rule, shadows and glows should be contrasting shades or colors to the object.

1. Use your **Pointer** tool to select the **Text Box**.
2. Go to the **Properties Panel** at bottom of your screen.
3. Find **Effects** and click the "+".
4. Select **Drop Shadow** and then try out different colors or gray shades for best contrast.
5. You will see Drop Shadow added to the image's properties. Click the **Check Mark** to toggle the effect off and on.
6. Turn the Drop Shadow **off**.

7. Add a **Glow** effect using the same process as you did for the drop shadow.
8. Decide on the effect works best for your image and format the effects so that one effect is on that the other effect is off.

Layers

1. Look at the **Layers** panel in the **Panel Group** on the right of your window.
2. The **Pencil** is used to show which layer or object is active.
3. Click on the **Eye** to show and hide layers.
4. Try changing the transparency on a layer to see the effect.

*Note: The **Web Layer** will be a part of every Fireworks file you create, but it is not used for this project. This is very helpful to advanced graphic designers that slice and create hotspots and interactive buttons.*

Trim Canvas

1. You should have excess canvas (white area) around your image.
2. Go **Modify** menu and then **Canvas** and select **Trim Canvas**.
3. This will automatically resize the canvas to exactly fit your image.

Saving

You must save this file in order to keep all the layers and formatting that you have just created.

1. Click on **File** menu and select **Save** (or **Control-S**) and browse to find your folder.
2. **Name** your file as before (name, image size) except that this time you should add a descriptor (i.e.: "samt 240 labeled").
3. Click on **Save**. This will save your file in the **PNG format** that will allow Fireworks to maintain all properties, layers, and modifications.
4. As a final step, **Export (Control-Shift-X)** this file to the same folder as a **JPG** using the same name you used in step 3.

Review

1. What is the difference between the canvas and an image?
2. If one object is covering another, what can you do to make the covered object visible?
3. If you cannot click on and select a rectangle what might be the problem?
4. How can you resize objects?
5. What are some tips for using text with images?
6. What is the difference between a drop shadow and a glow effect? What is important to know when selecting colors for these effects?
7. What are some things that you can do to the canvas?
8. What is the difference between saving and exporting in Fireworks?

End of Activity