

Photo Story 3

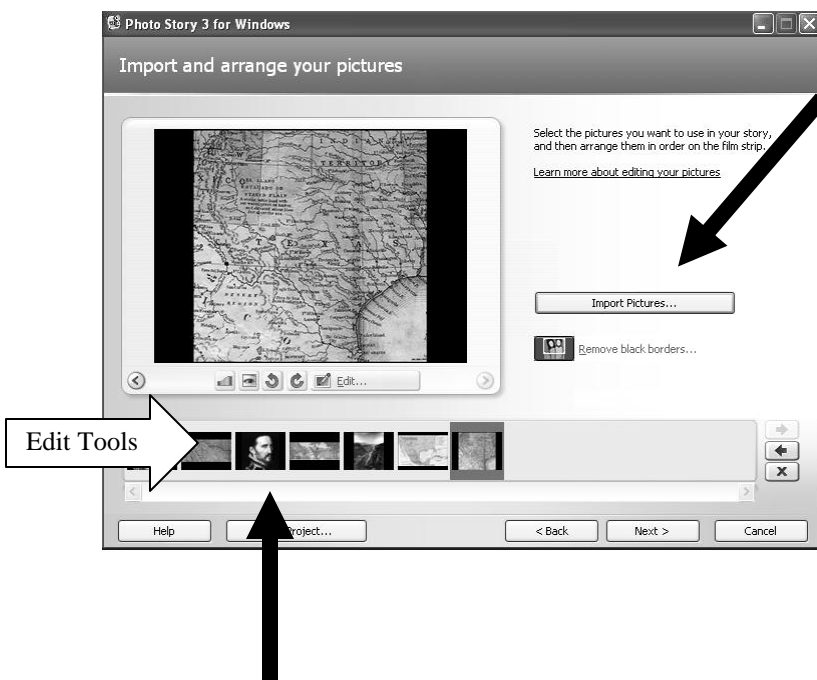
Before beginning Photo Story 3 – you need to have gathered your pictures digitally and written out a story board to use in the development of your product.

1. To Open – Click on the Desktop Icon.



You are given the choice to:

- **Begin a New Story** – choose if you are starting a new project
- **Edit a Project** – to continue work on an existing project
- **Play a story** - choose Windows Media Player to view final products and try to avoid this option



2. Choose - Begin a New Story and click “Next”

3. Click on “Import Pictures” and Navigate to where your pictures have been digitally saved.

- To select all pictures in that folder, click on one picture and then press Ctrl A to select all – Click “OK.”
- To select multiple pictures, but not all, hold down the Ctrl key and left click on each picture you want to bring over. Click “OK”
- To only choose one picture – click on the image and click “OK.”

4. Arrange the pictures in the order you want them to appear by clicking and dragging pictures on the timeline.

5. Underneath each image is a variety of edit tools that allow you to rotate, crop, reduce red eye, etc. for each picture.

6. Click “Save Project”

- Change the Save In to your network folder
- Name the file distinctly.

7. Click “Next”

- Note – It may ask you to remove the black borders – doing so will result in your picture being cropped to fill the screen. Always answer Yes you want to continue without removing the borders, unless you WANT you pictures cropped automatically.

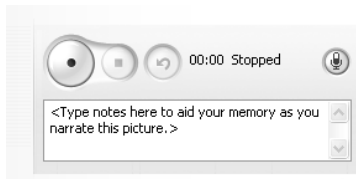
Adding Titles:

8. Click on the picture you want a title.
9. Type in the text you want to appear on the picture.
10. Click on the “A” font button to change font styles, colors and sizes.
11. Choose the alignment and position of the title.
12. Effect – Changes the appearance of the picture. – Each effect applies to only the picture selected.
13. Repeat steps 8 – 12 for each picture.
14. Click on “Save Project.”
15. Click “Next”



Narrate Pictures and Customize Motion

You can add narration to each picture and customize transitions and how the picture is shown on this screen.



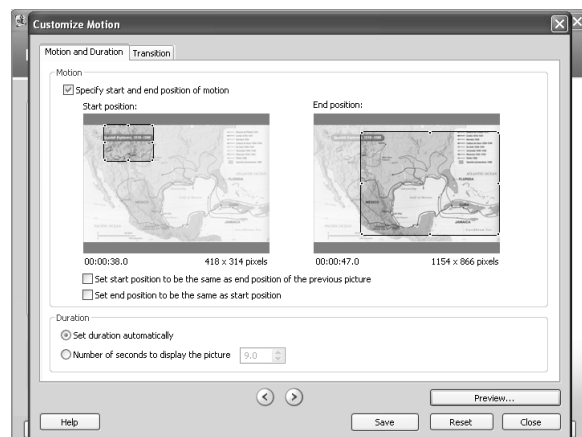
Narration:

16. To add narration to a picture, make sure you have a microphone for a desktop computer (laptops have them built in).
17. Have the script written out in front of you.
18. Click on the red button and begin speaking into the microphone. Click on the Stop button when finished.
19. Repeat for each slide.

Click on “Save Project.”

Custom Motion & Transitions – select how you want the picture to appear. You can accept the defaults or choose your own start and end points. These are done per slide.

20. To choose your own: Click on “Customize Motion”
21. Check “Specify start and ending position of motion.”
22. Use the mouse to set where you want to picture to start at.
23. Repeat for where you want the picture to end.



24. Save after each picture

Transitions – How you want the pictures to transition between slides.

25. Click on the Transitions Tab

26. Choose the transition you want to use, and click “save”

27. Click Close

To add custom Motion and Transitions to another picture repeat steps 19 – 26. When finished – click Next.

Click on “Save Project.”

Adding Music:

Two options with music, you can add in your own music, if it is digitally stored and not on a CD anymore. Or you can choose music already in the Photo Story database.

To use Photo Story Music:

28. Click on Create Music

29. Choose the Genre you prefer and select the style

30. Change the Tempo and Intensity to match the mood of your story.

31. To preview the music, click on play.

32. When finished click OK

To add your own Music:

33. The music needs to be in a .wma, .mp3 or .wav file format.

34. Click on Select Music

35. Navigate to where you have saved your music

36. Click OK



Set the Volume level to the appropriate point. Remember that if you have voices you don't want the music to overpower the words.

Click on “Save Project.”

When done click Next.

Save Your Story.

You must finish your project by choosing what how you want your project to play back.

Choose: Save your story for playback on your computer. Choose if you are going to present the project to the class through the TV, infocus or any other computer connection.

Other options include:

- Send the story in an e-mail message. If possible, Photo Story compresses your story to be one megabyte (MB) so it can be attached to an email.
- Save your story for playback on a Pocket PC with Windows Media Player 10 Mobile.
- Save your story for playback on a Smartphone with Windows Media Player 10 Mobile.
- Save your story for playback on a Portable Media Center.

Under File Name:

1. Click on Browse and Under “Save In” navigate to your file folder on the server
2. File Name – Choose an appropriate name for your project.
3. Click Save.

Click Next – *This can take some time, so please allow for at least 10 minutes to finalize a project.*

Extras

To playback your file:

- Open Windows Media Player
- Choose File and Open
- Navigate to your file.
- Click Open
- Your movie should begin playing

To Create Pictures in PowerPoint to add to Photo Story

- Create a slide in PowerPoint. Note - Animations will not transfer.
- Choose File – Save As
- Change the “Save In” to your file folder
- Name the slide
- Change the File Type to a .jpg
- Click Save

You can now add the slide in just as you would any other picture.