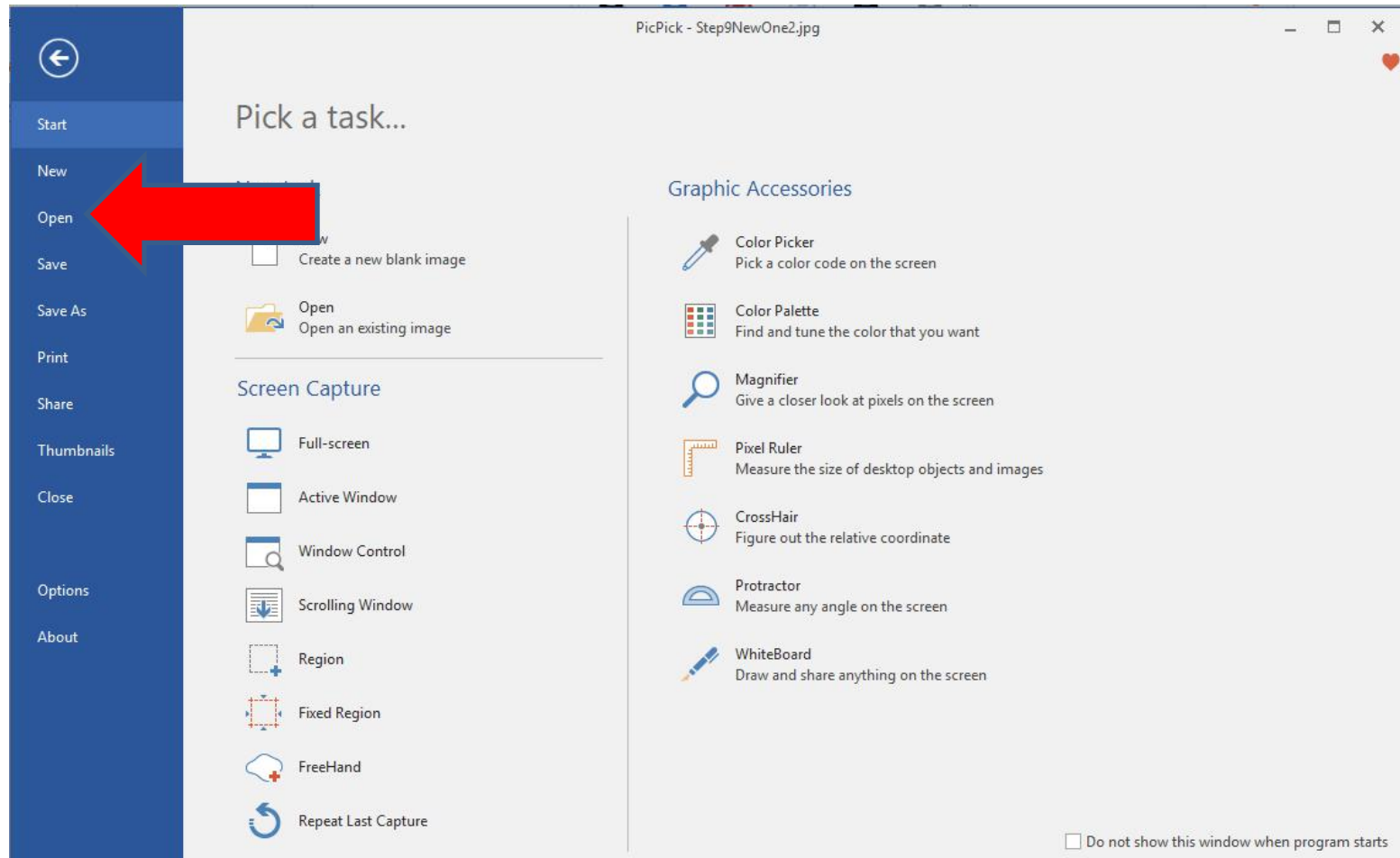


Part 1 – Change Color Effects, like Black & White

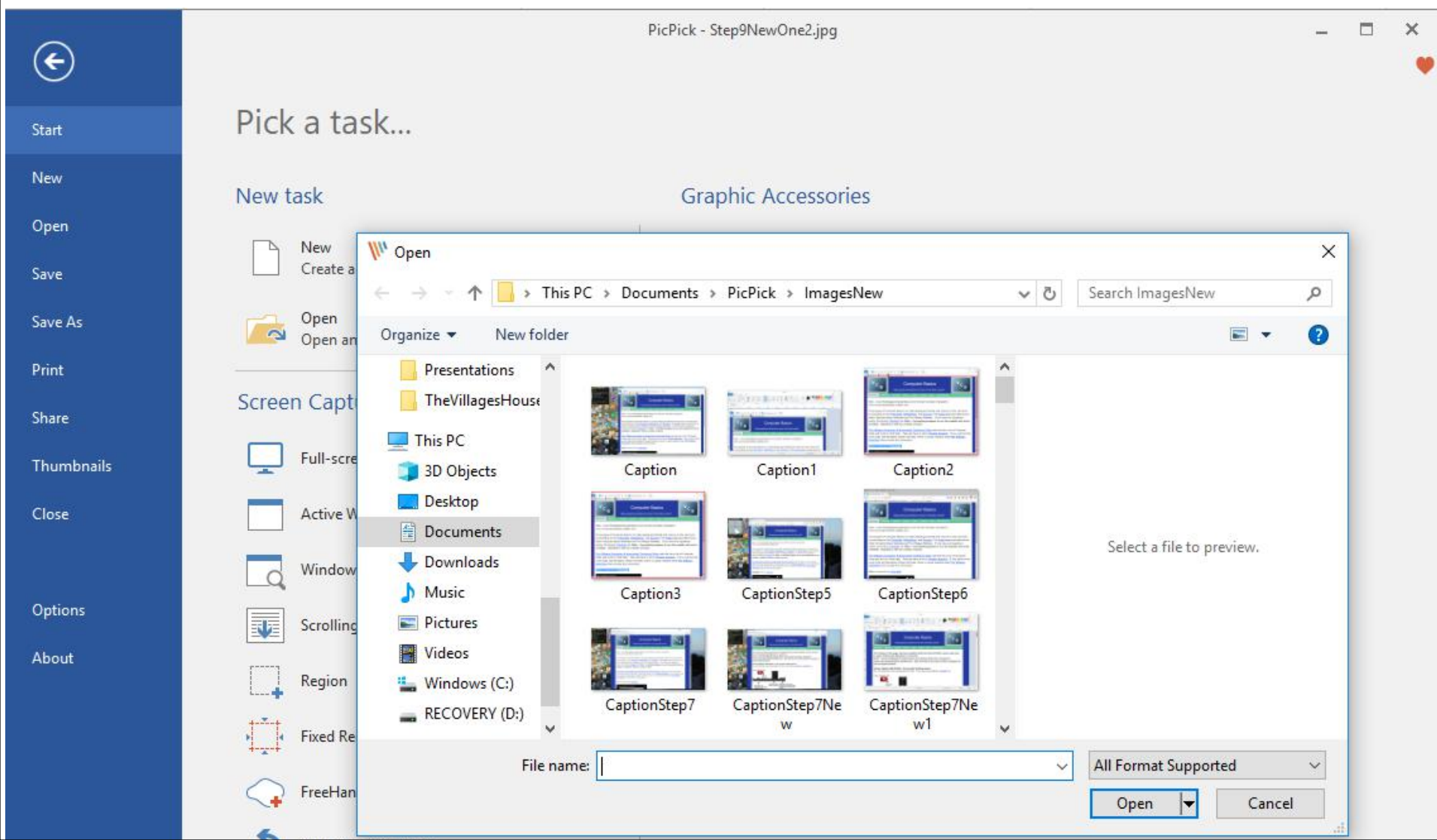
- **First, I will show you Black & White. After that, I will show you other effects.**
- **Next, open PicPick. As I mentoned before, if you don't have PicPick, hover over Courses again and click on Screen Capture page and Step 1 shows how to download PicPick and open PicPick. If you have PicPick before June 2018, I recommend you download the new version.**
- **Next explains the Pictures options.**

- **If you don't have Pictures on your Computer, do a Screen Capture and it opens a Image, like a Picture on PicPick. As I mentioned before the Screen Capture page has Steps with a lot of options to Screen Capture.**
- **If you do Screen Capture on PicPick and don't have Pictures on your Computer, forward to page 6 on this PDF file.**
- **If you have Picture on your Computer, next is how to Open a Picture or called Photo on PicPick with the latest version.**

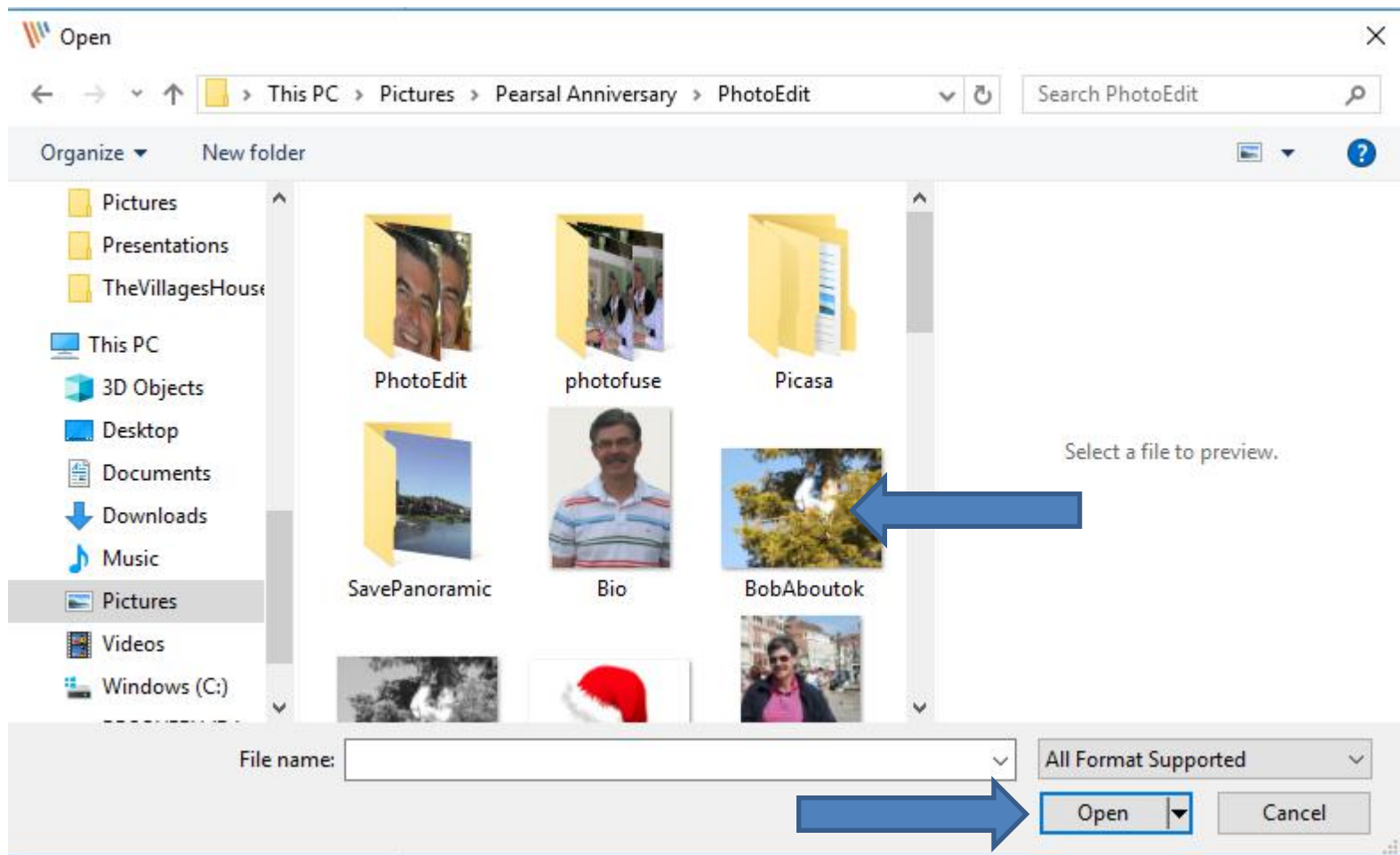
PicPick Opens like this, then click on Open in the Left and next is what happens.



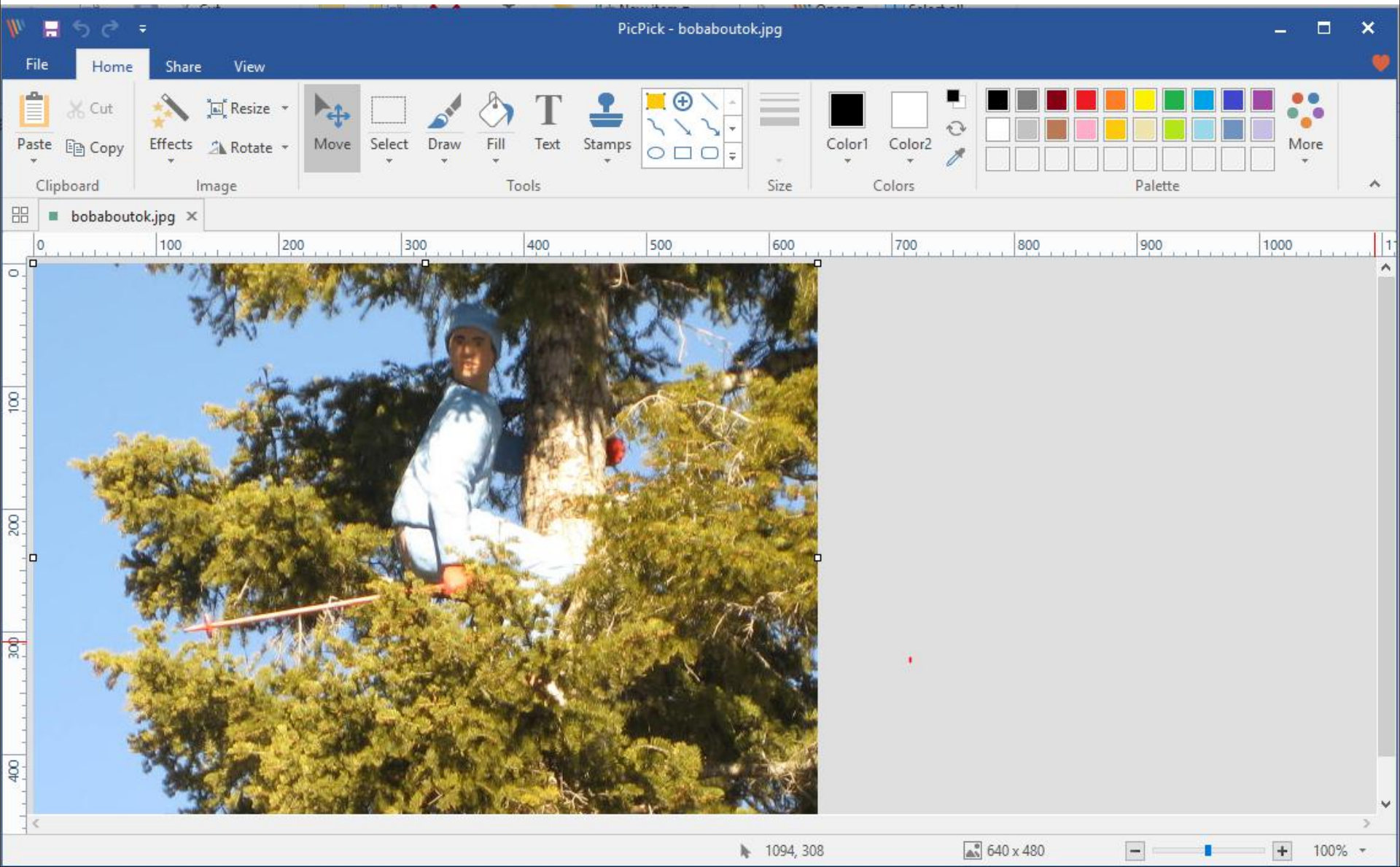
- **A new window opens, like File Explorer. Then find the folder with the Picture you want. Next is a sample of find one.**



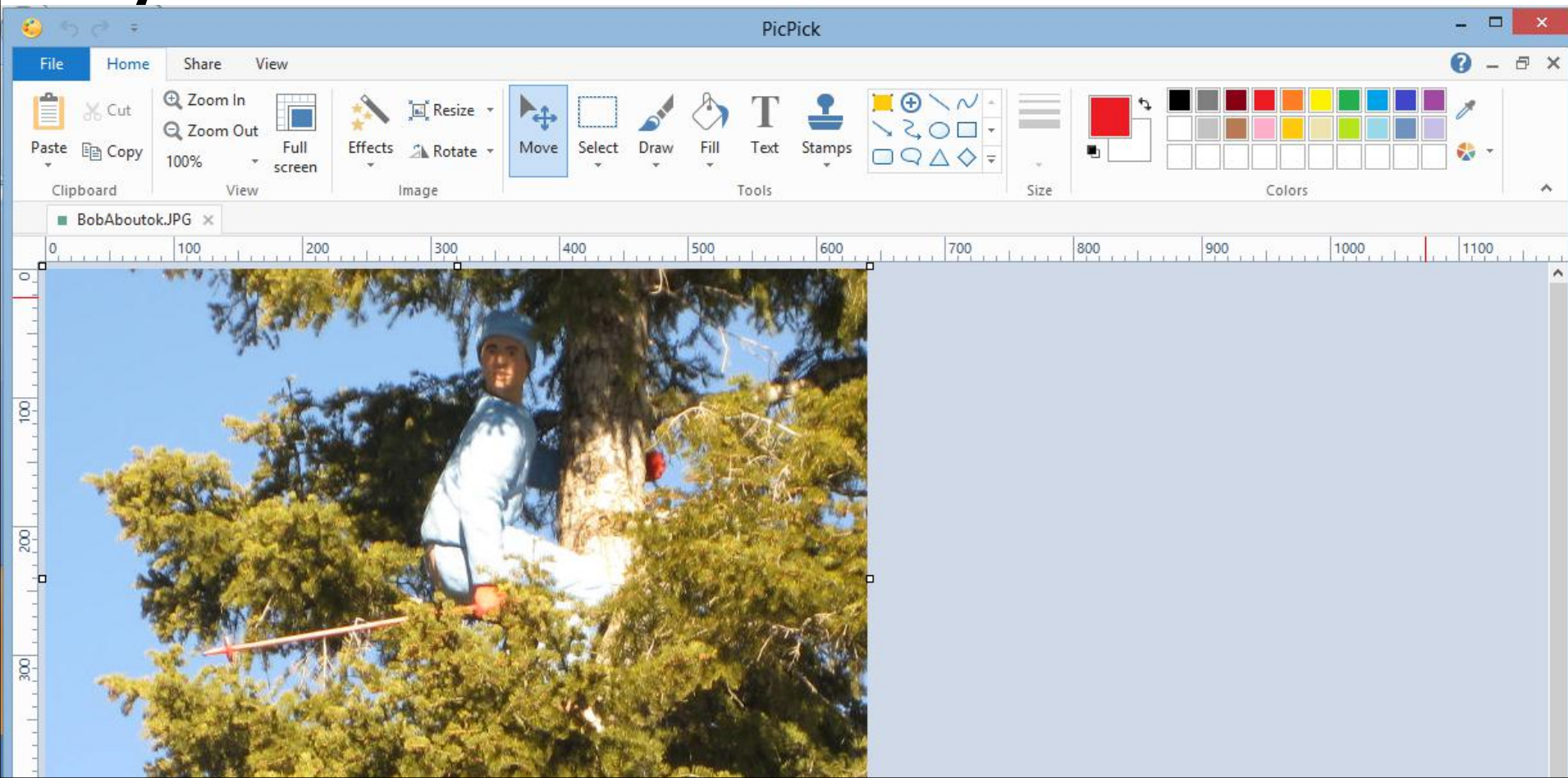
- Here is a sample of another folder. Once you find the Picture you want, double click on it, or click on it and then click on Open. Next is what happens.



PicPick then opens it, like this with the new version. Next is the older version.



- **PicPick then opens like this with the older version. The older version is similar then the new version, except the Icon in the upper left and the background color on the top is different. Also, the layout is a little different. Next is about size.**



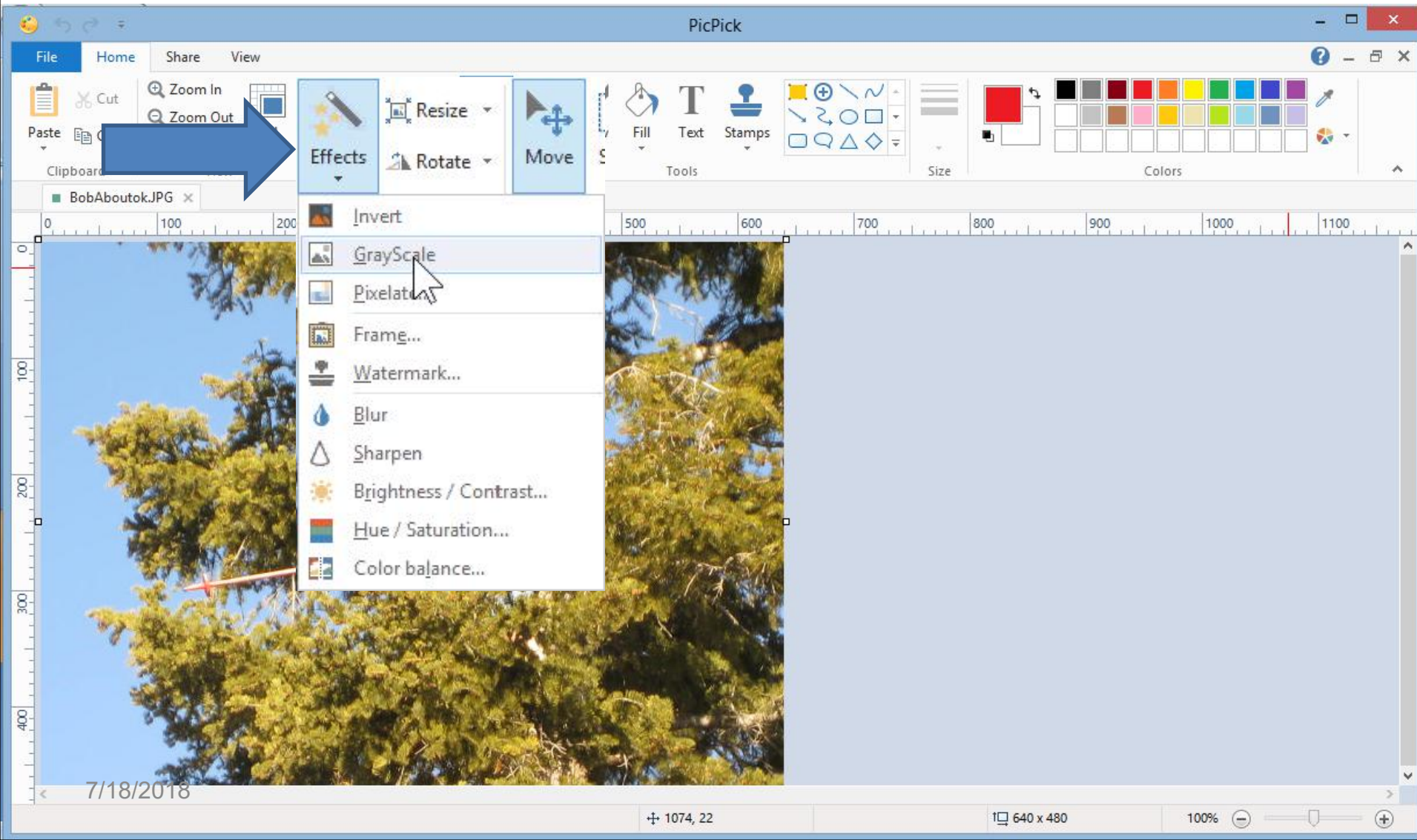
Size of Picture

- **Note – PicPick always opens the Picture in the full size of the Picture, so you can get a feel of size and quality. The Picture I opened is smaller than Pictures from a camera.**
- **You can Zoom Out to view it smaller or Resize it.**
- **I recommend you Zoom Out to view it, unless you want to e-mail a number of pictures to Resize it.**
- **I will show you how to do Zoom Out and resize in Part 2. Note - The Step 2 - Change Size Video on the Photo Editing Introduction page also shows how to Zoom Out or Resize. Next is explains Effects on both versions.**

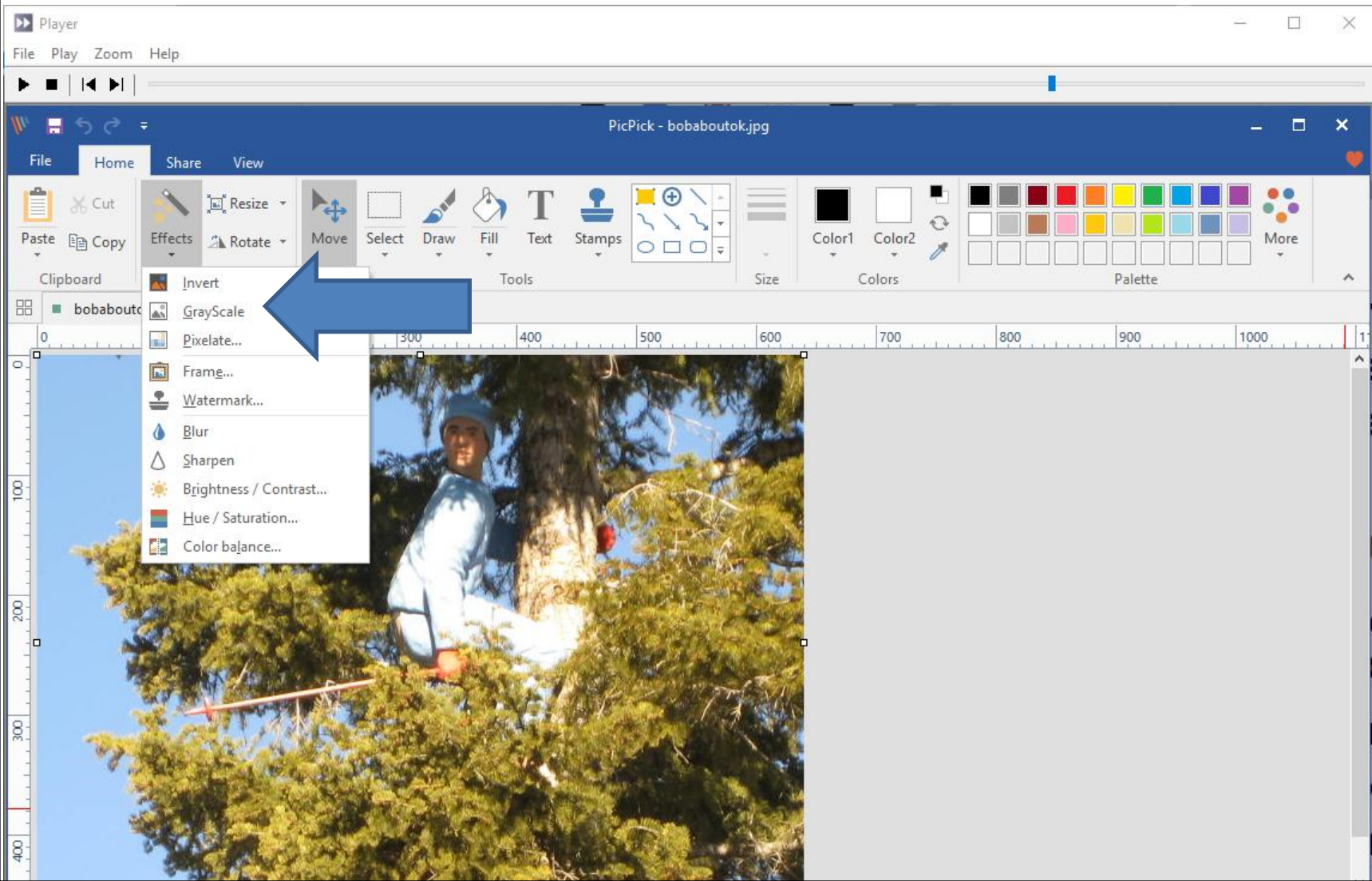
Effects

- **The Effects Icon is the same on both versions, but the location are a little different on both versions.**
- **When you click on the Effects Icon on either version, the list is the same on both versions.**
- **Next is the older version.**

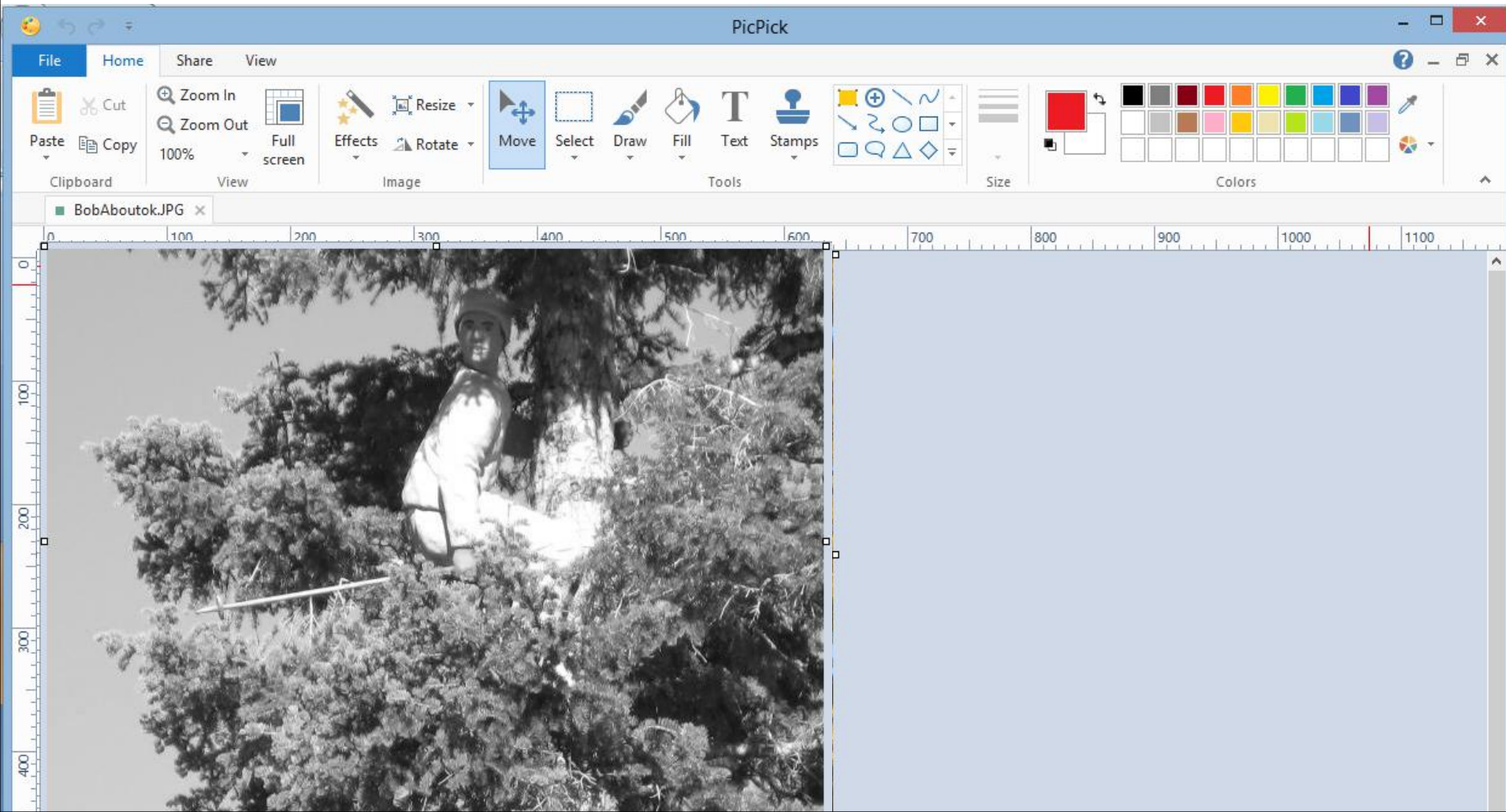
- Next, click on Effects and then click on GrayScale, I zoomed in, so you can see it. Next is the new version.



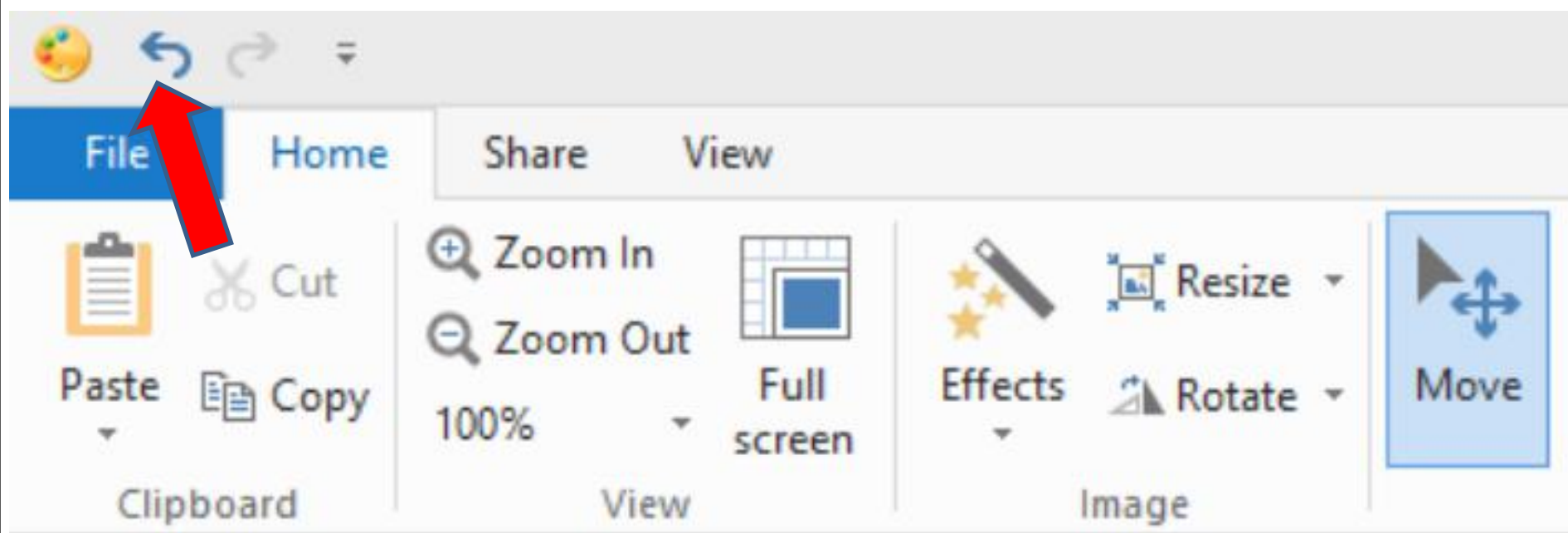
- Here is a sample of click on Effects on the new version and then click on GrayScale. Next is what happens with the older version.



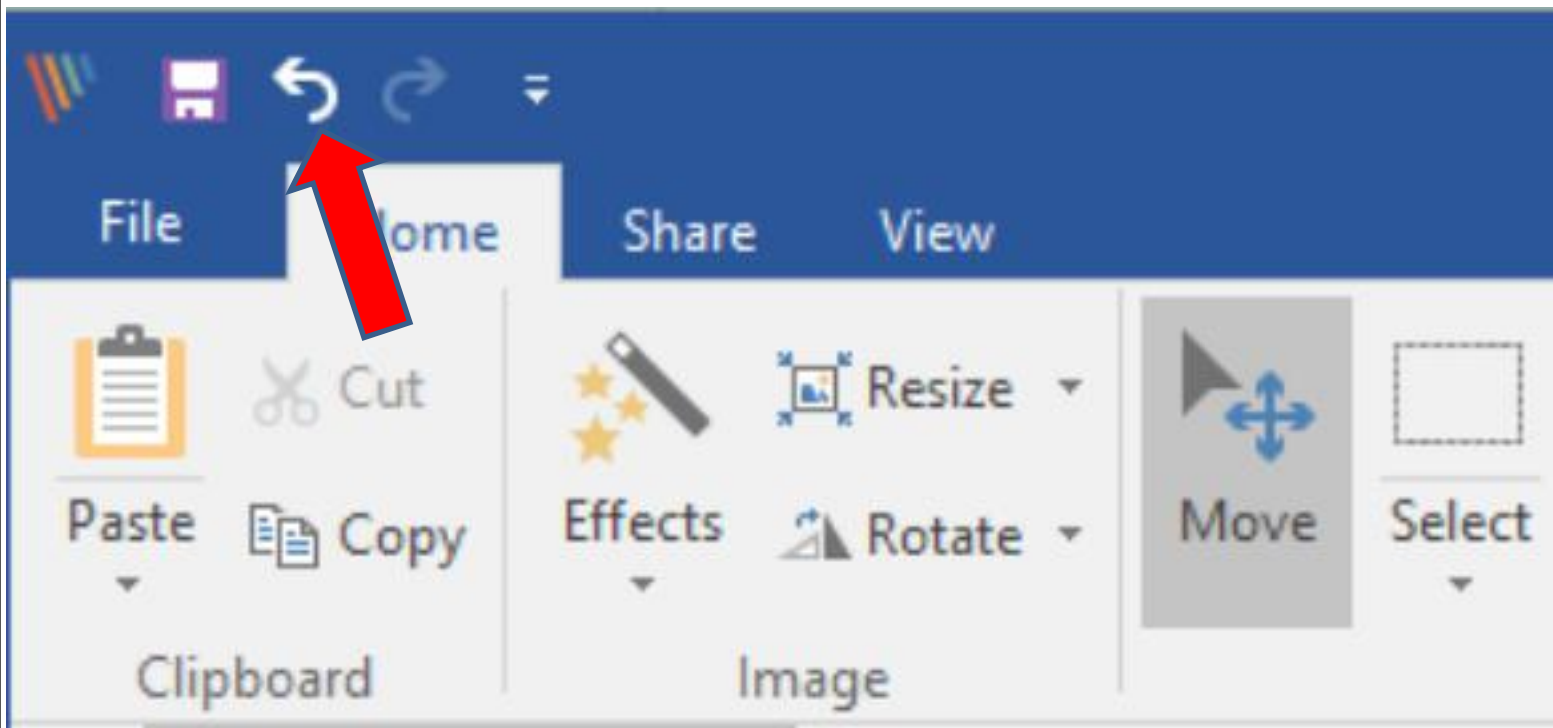
- **Once you click GrayScale, you see the change, like Black & White. It is the same in the new version. Next is how to Undo.**



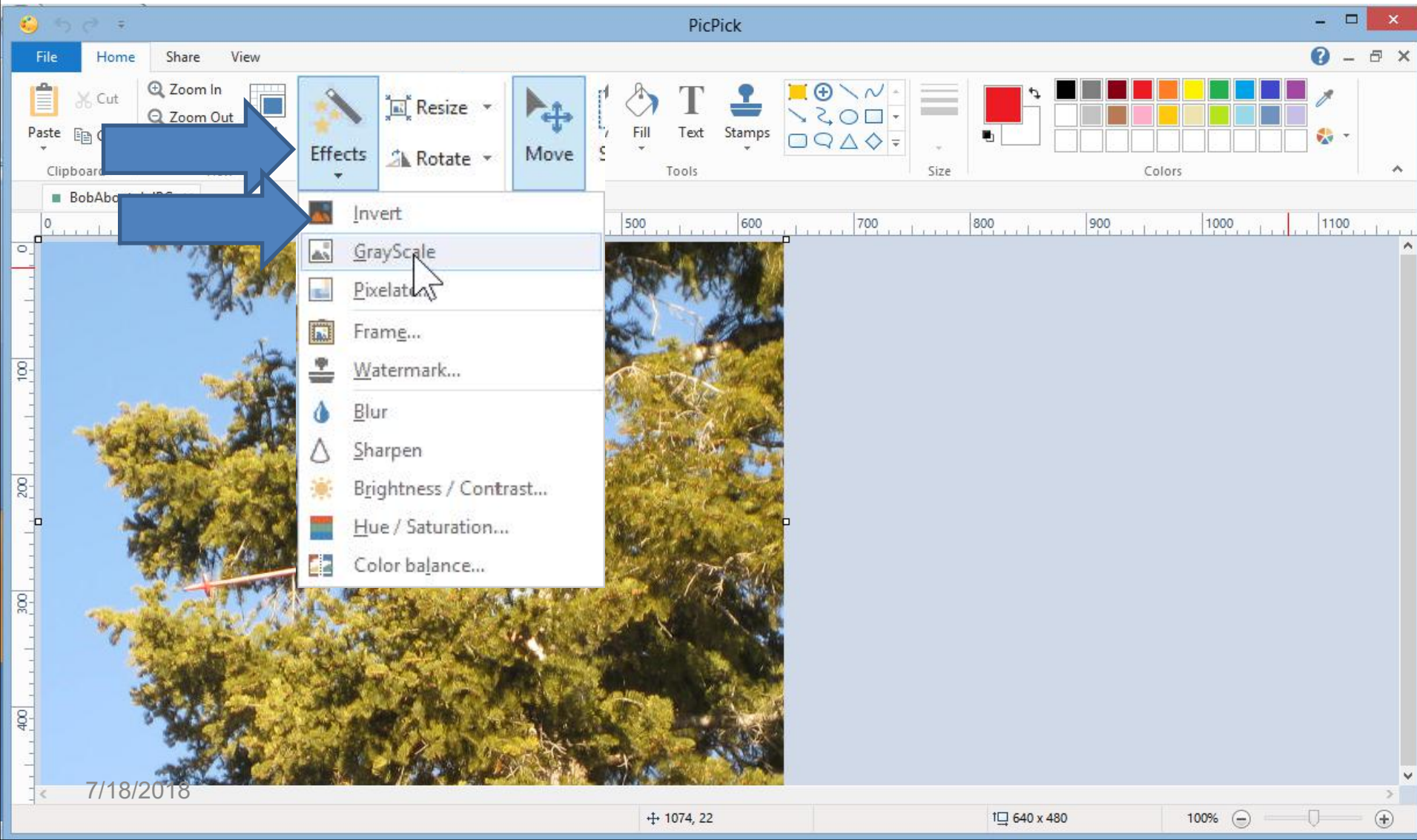
- Once you do a Effect, the Undo Icon in the upper left is highlighted. I decided to click on it to Undo and show other Effects. Next is a sample of the Icon in the new version.



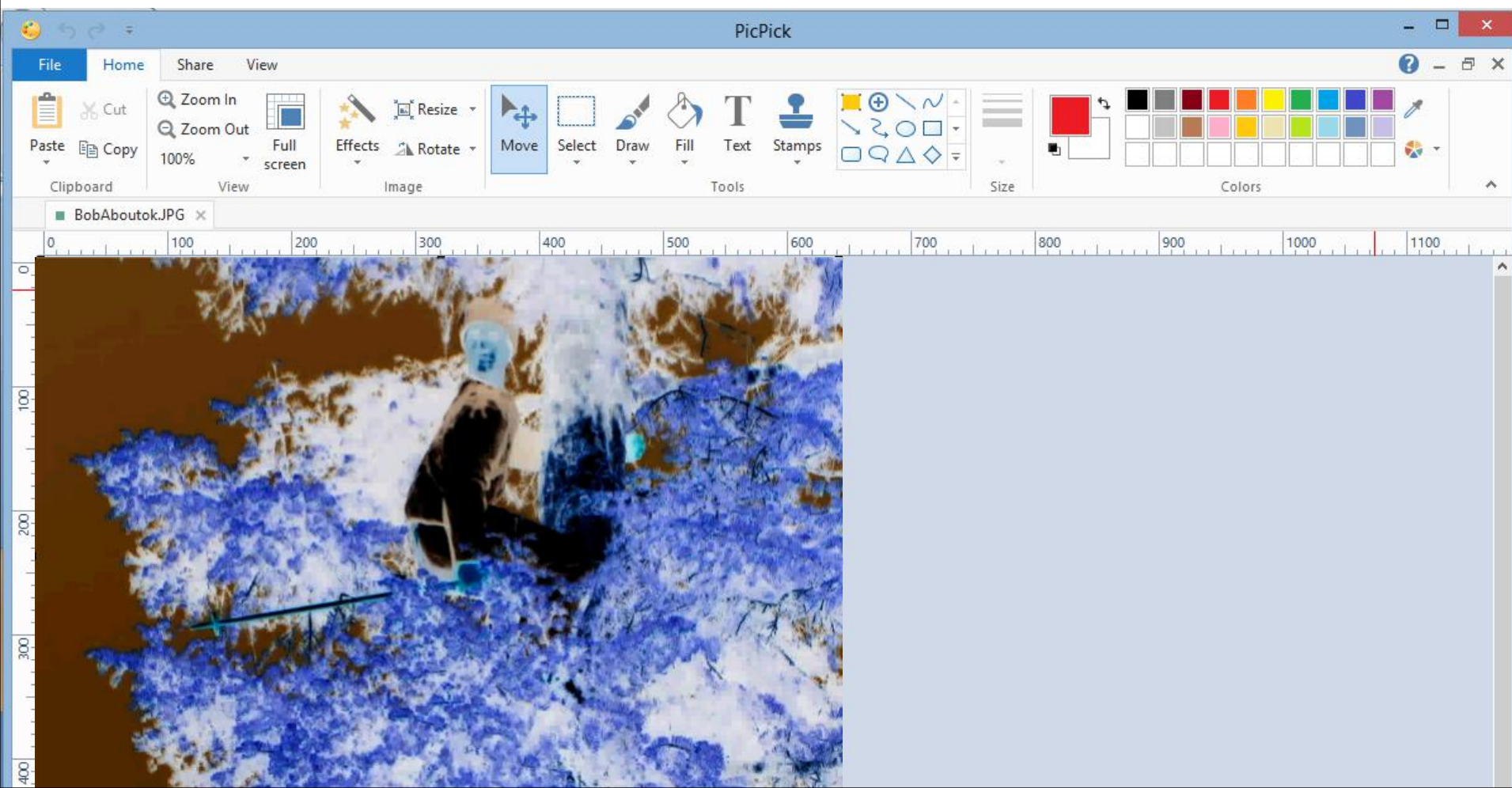
- Here is a sample of the Icon highlighted in the new version. The color is different and the background color is different. Also, there is another Icon left of it, which is called Save active image. Next is another Effect on the older version.



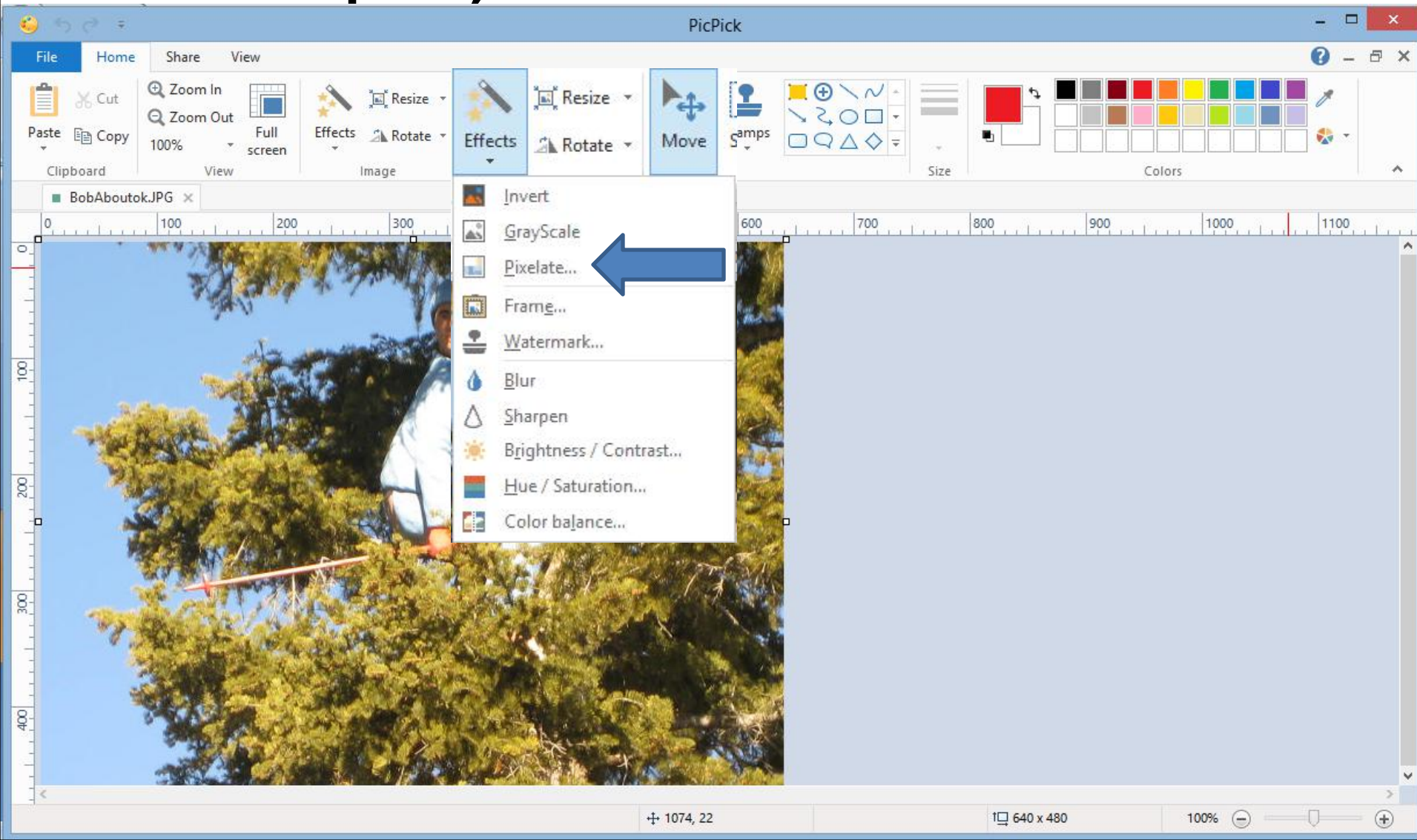
- Click on Effects again, and then click on Invert. I zoomed in again. Next is the what happens.



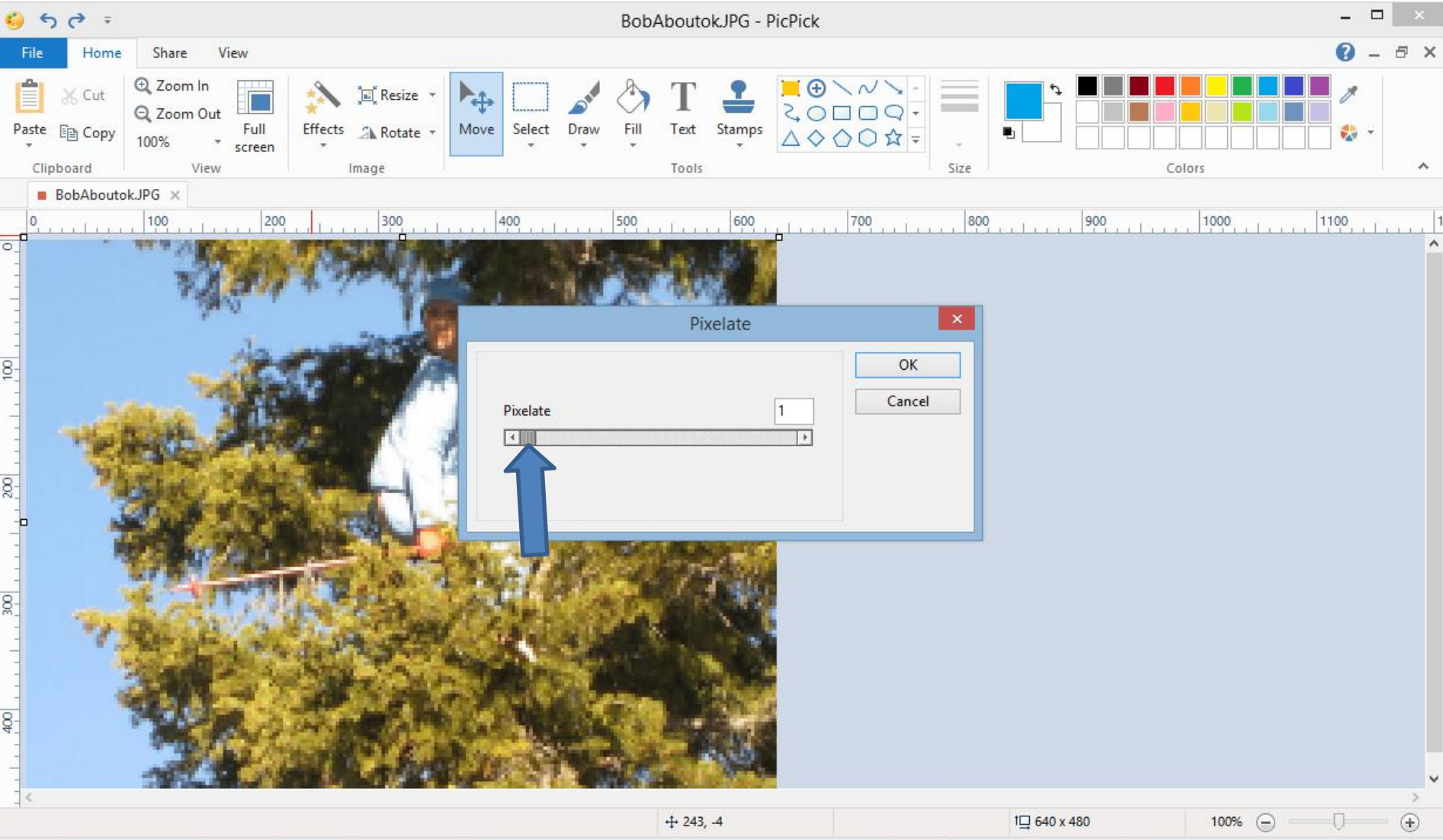
- This is what happens and you see the color different and it is the same in the new version. Next is another Effect.



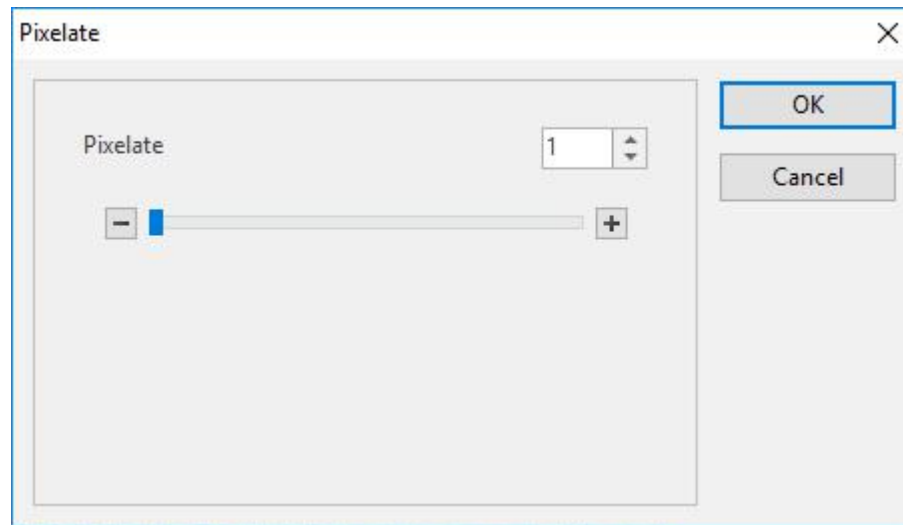
- **Note - I did Undo again. You click on Effects again and If you click on Pixelate, a new window opens, which is next.**



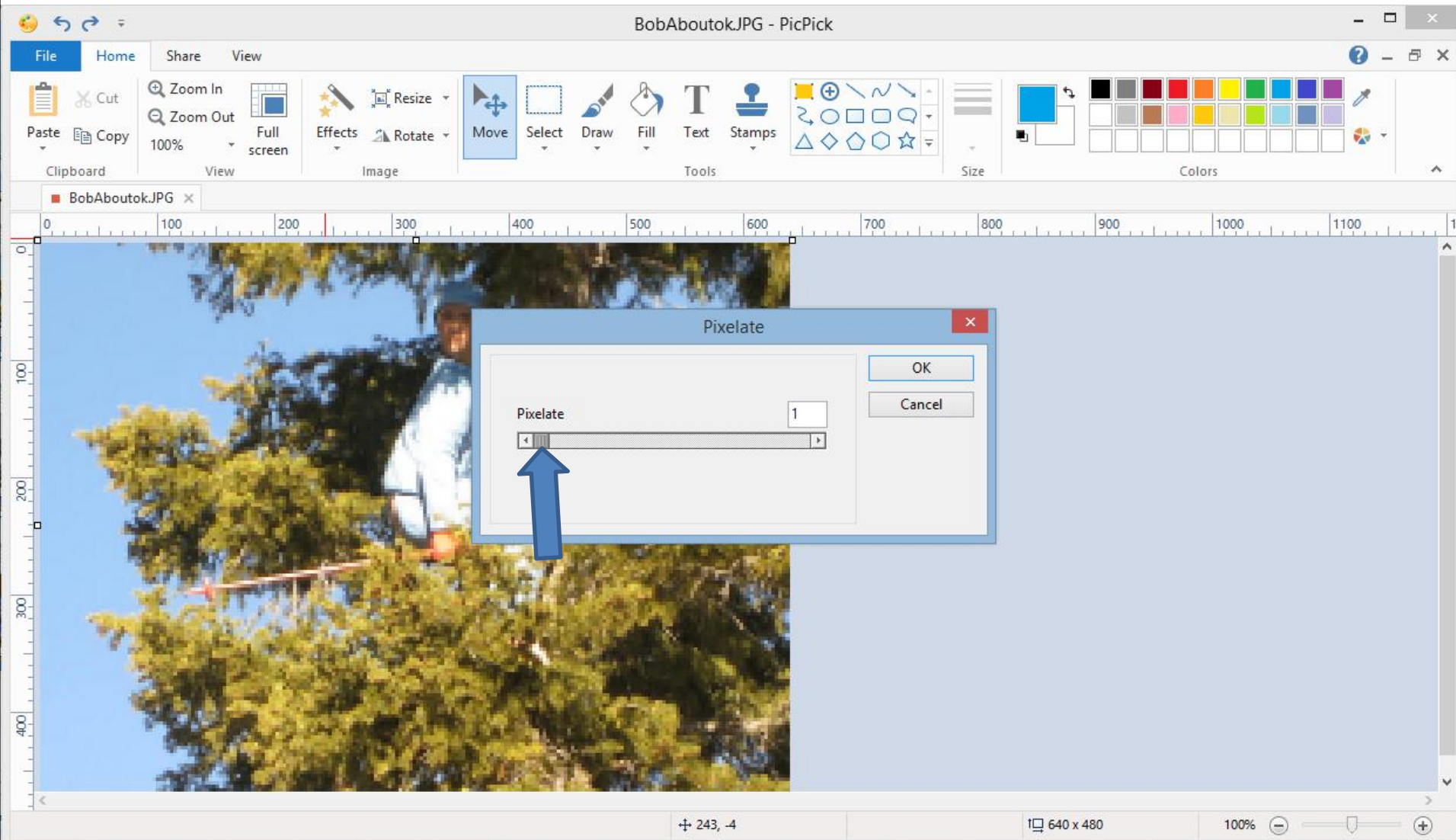
- You see the new window. It is very similar on the new version, but Pixelate name is left vs. middle. Next is a sample of the new version.



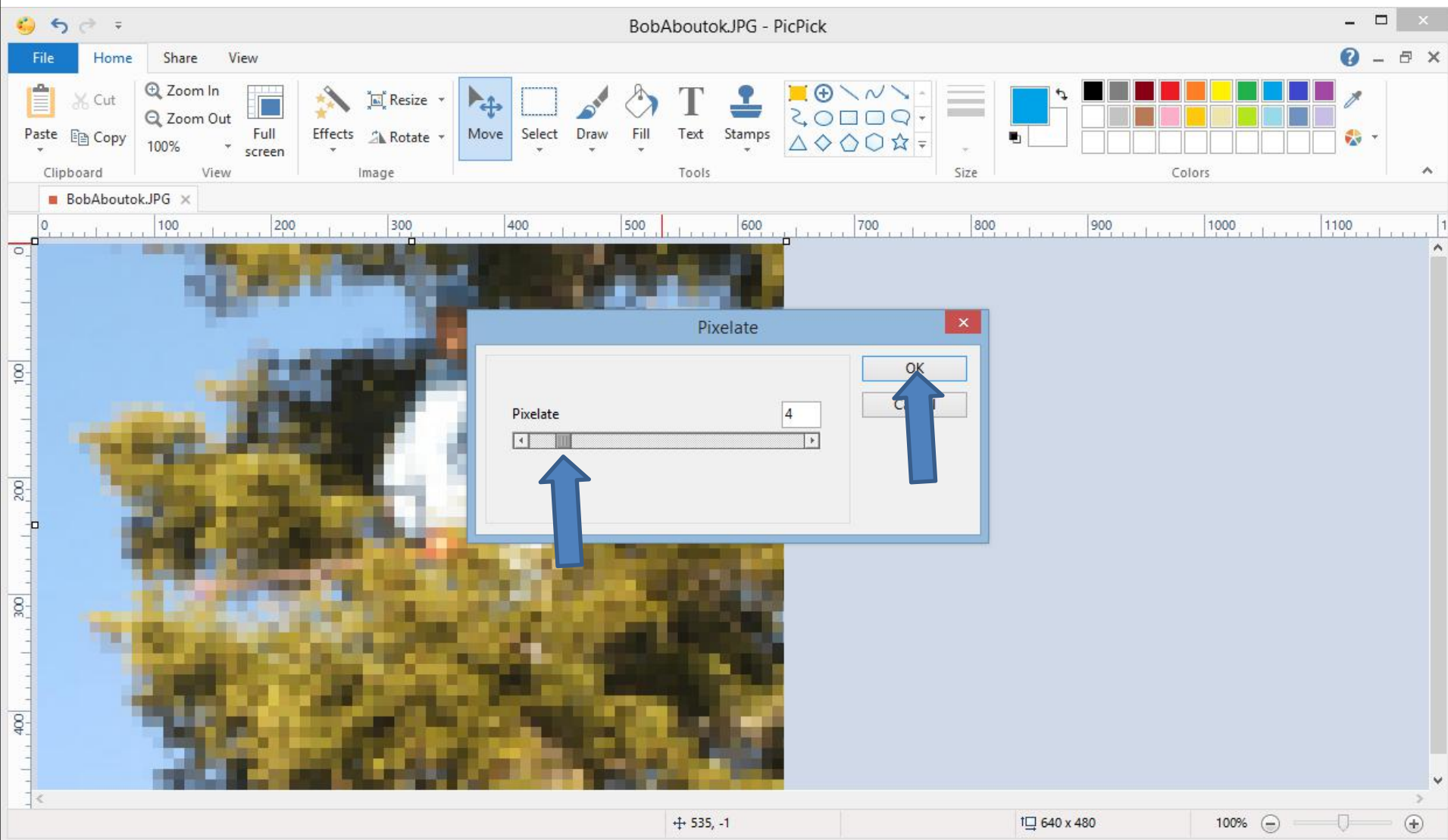
- Here is a sample of the window in the new version. It is the same, except the Pixelate name is the upper left vs. the upper niddle. Next is what to do on the older version and it is the same on the new version.

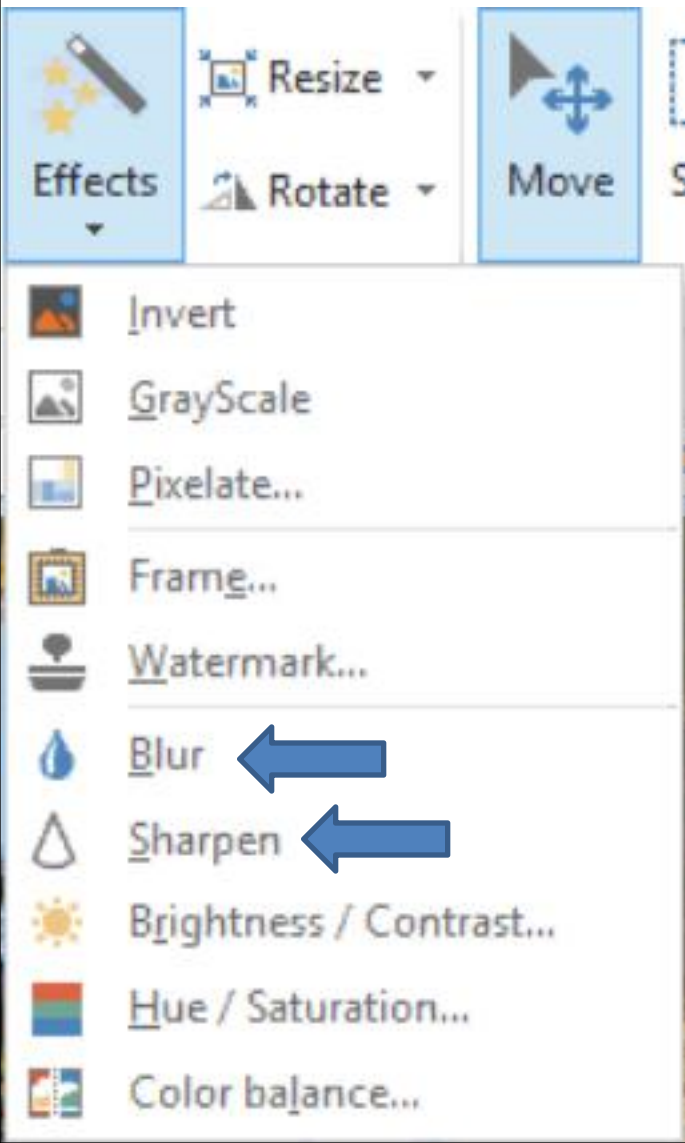


- **Left click and hold it down on the line Icon right under Pixelate and drag it to the right. Next is a sample.**

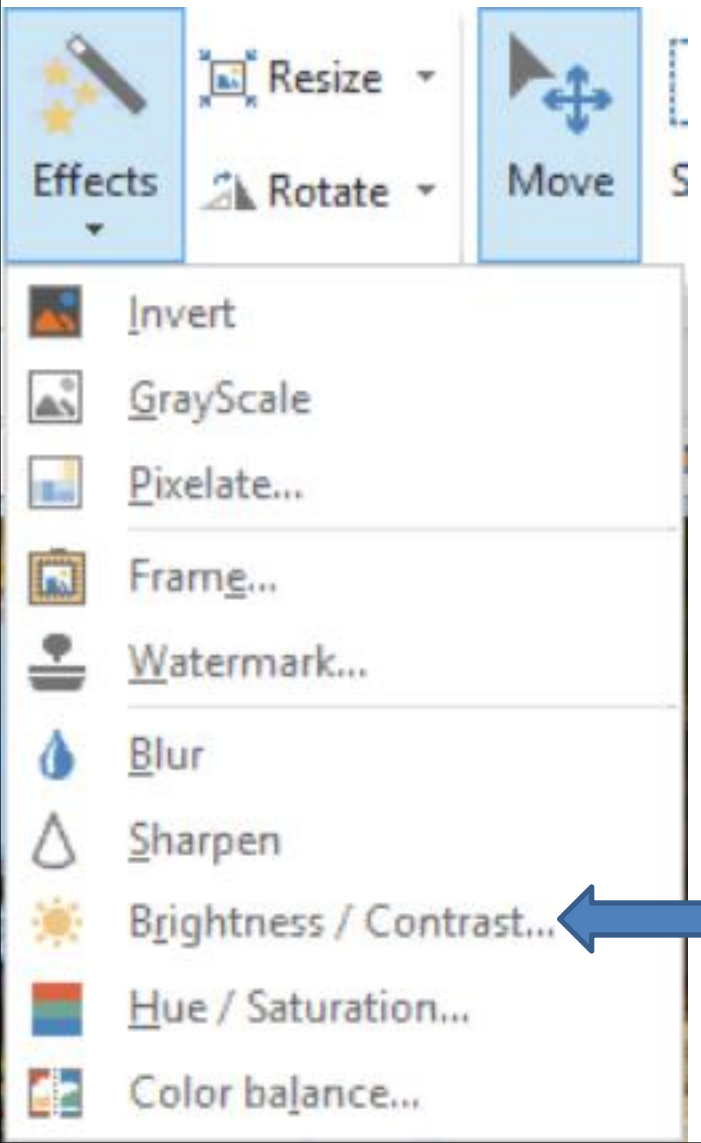


- You then see the effect. It is not good. If you like it, click on OK and the window closes. Next is another effect.



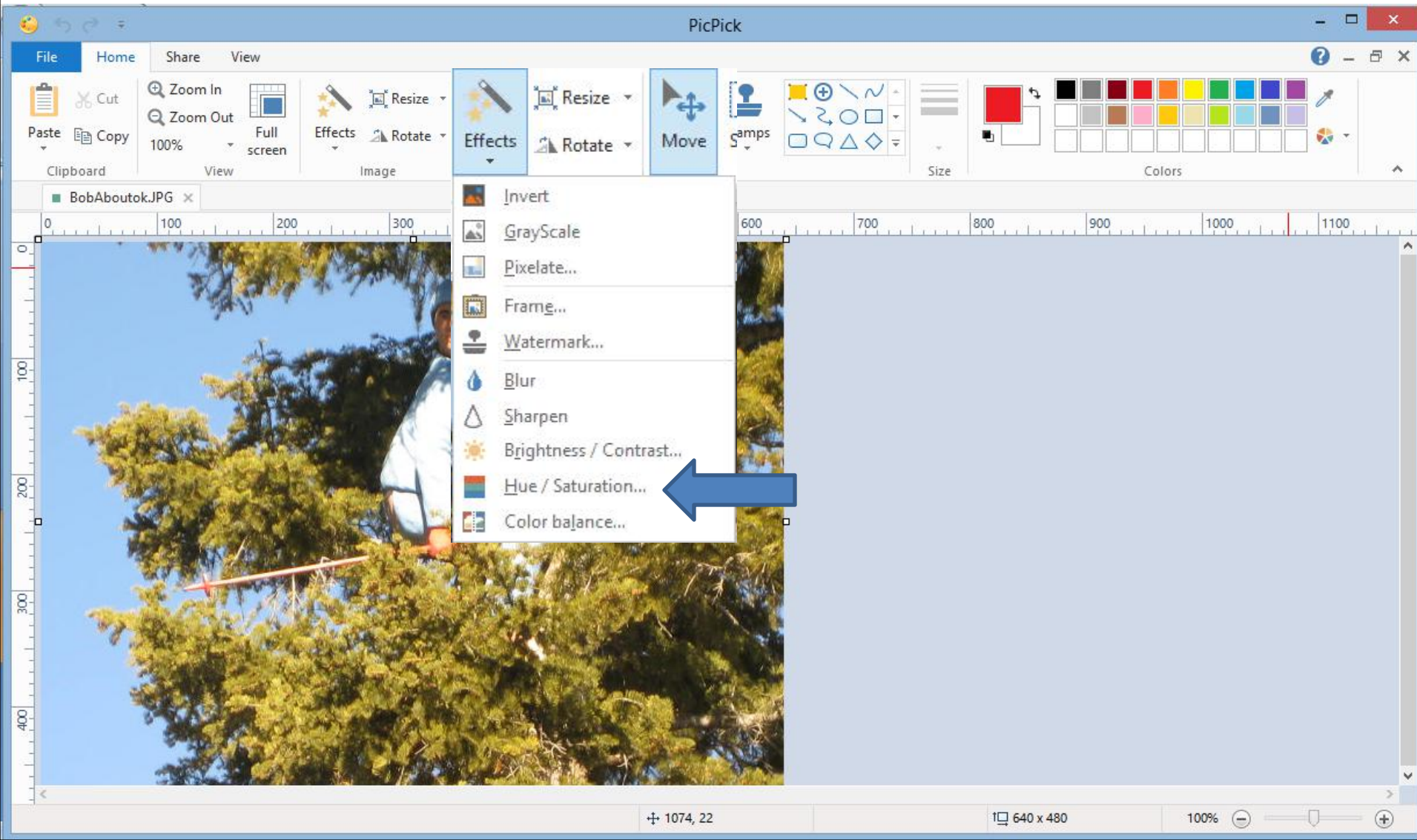


- I did not like Pixelate and I decided to drag the line left on Pixelate to make it original and click on OK to close the window.
- When you click on Effects again, Note – Blur and Sharpen does not make hardly any changes unless the image is not good. That's why I will not show them.
- Next is about Brightness / Contrast

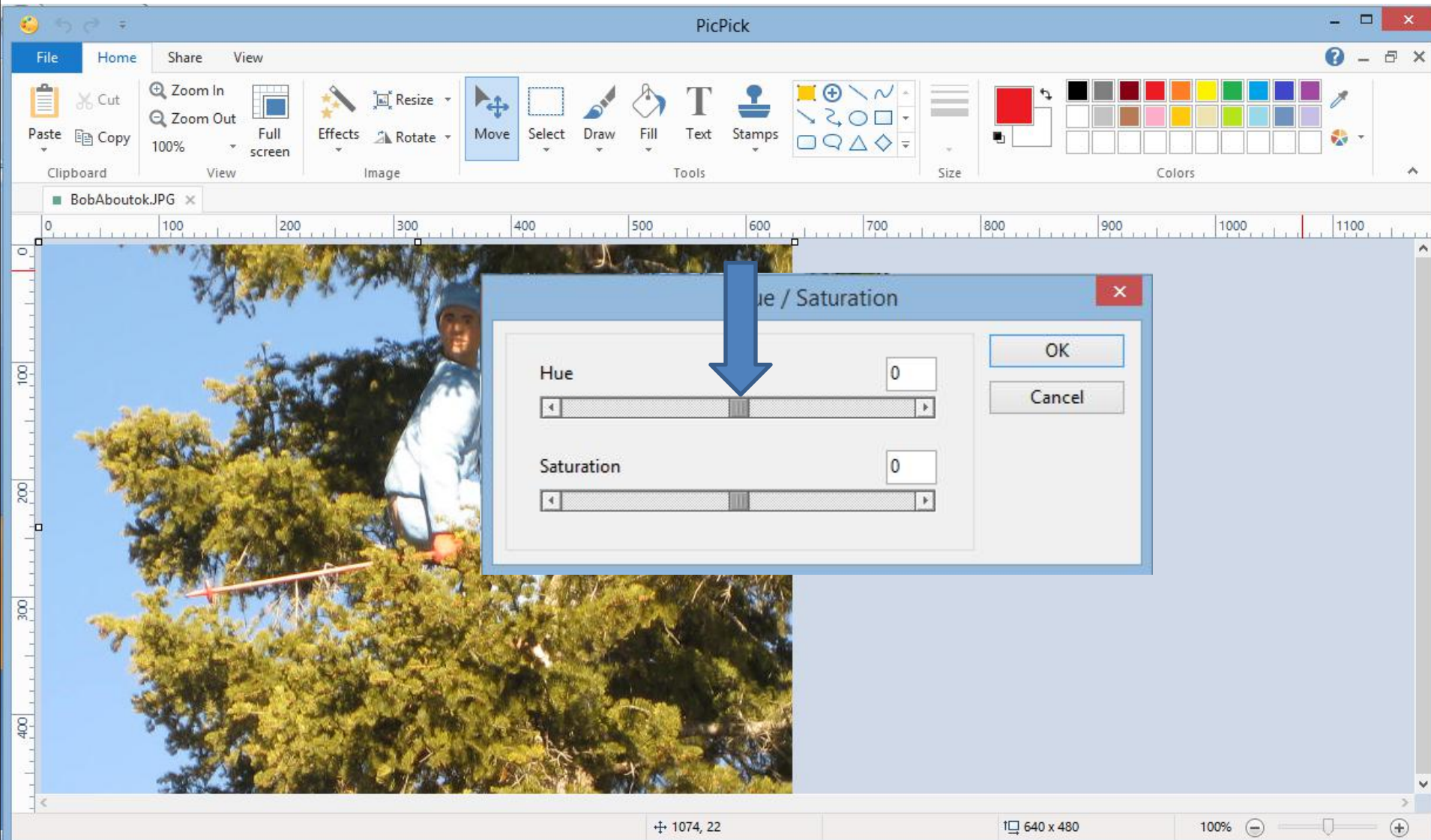


- **Brightness / Contrast allows you to Brighten or Darken. Part 2 shows you that. The reason I do that in Part 2 vs. this Part 1 is t would add more Pages on this PDF file, which may be two much for you.**
- **Next is Hue / Saturation**

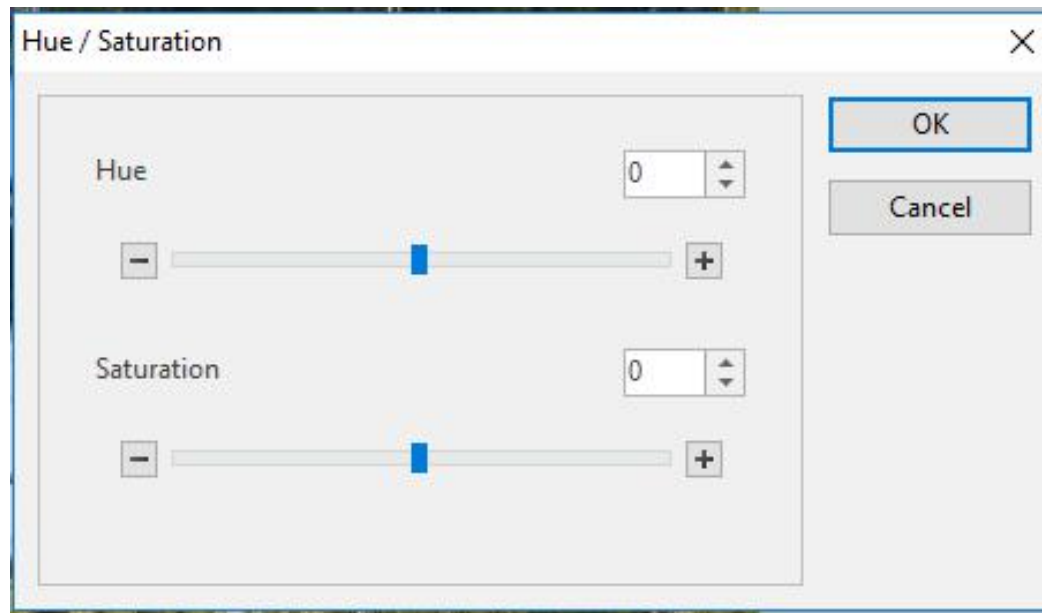
- If you click on Hue / Saturation, a new window opens, which is next.



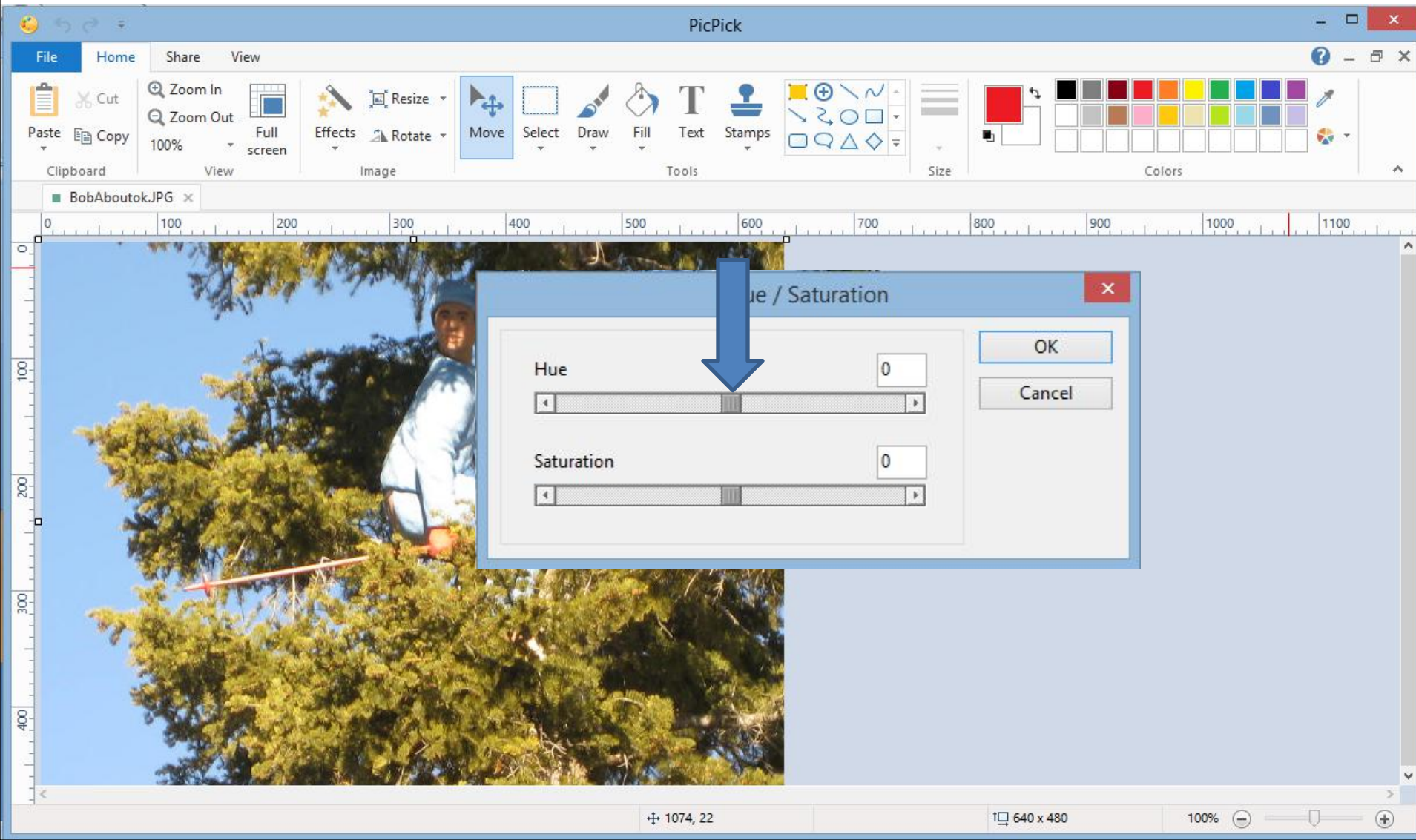
- You see the new window. The window is very similar on the new version, which is next.



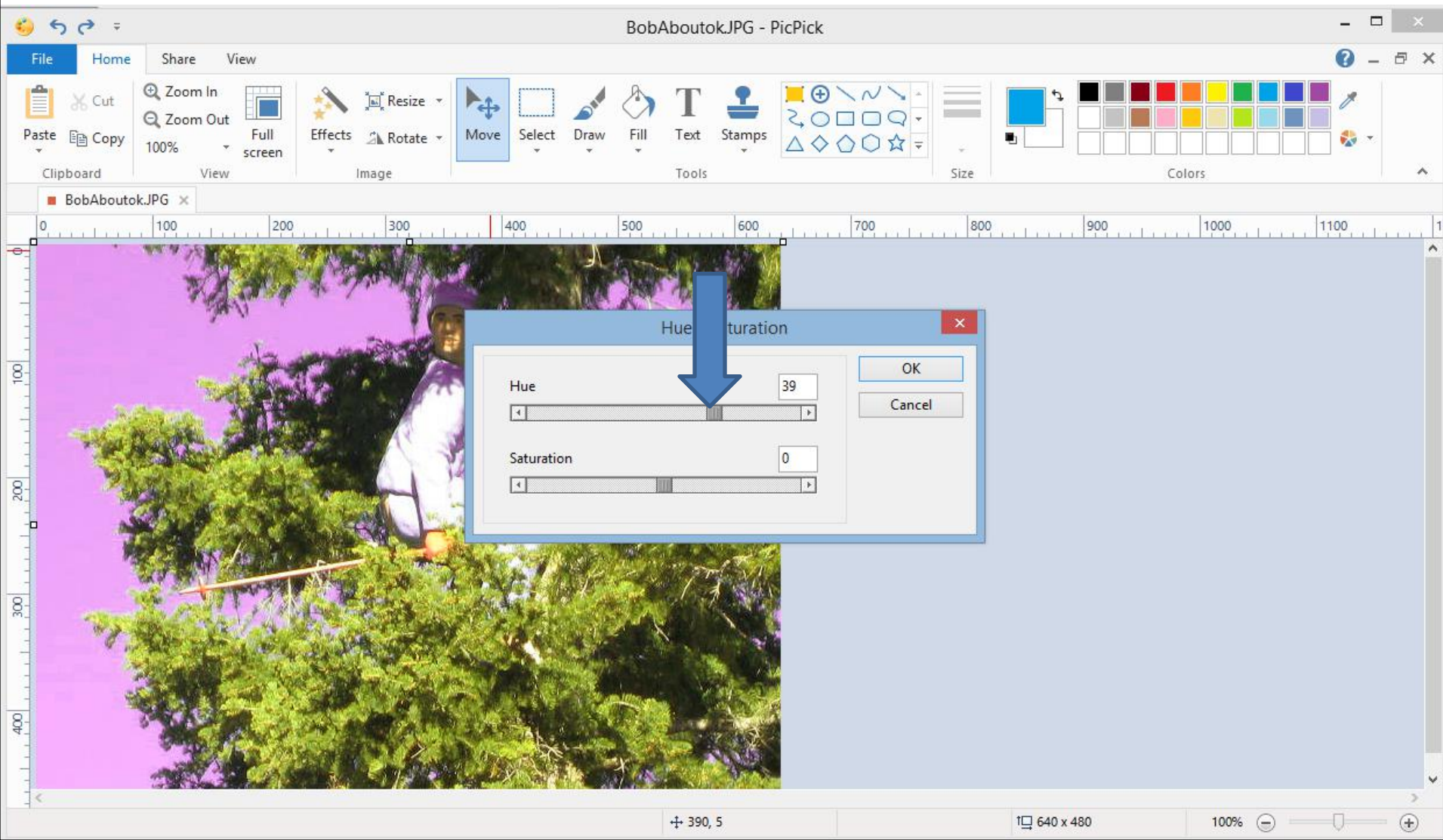
- Here is a sample of the window in the new version. It is the same, except the Hue / Saturation name is upper left vs. upper Middle. Next is what to do with the older version and it is the same on the new version.



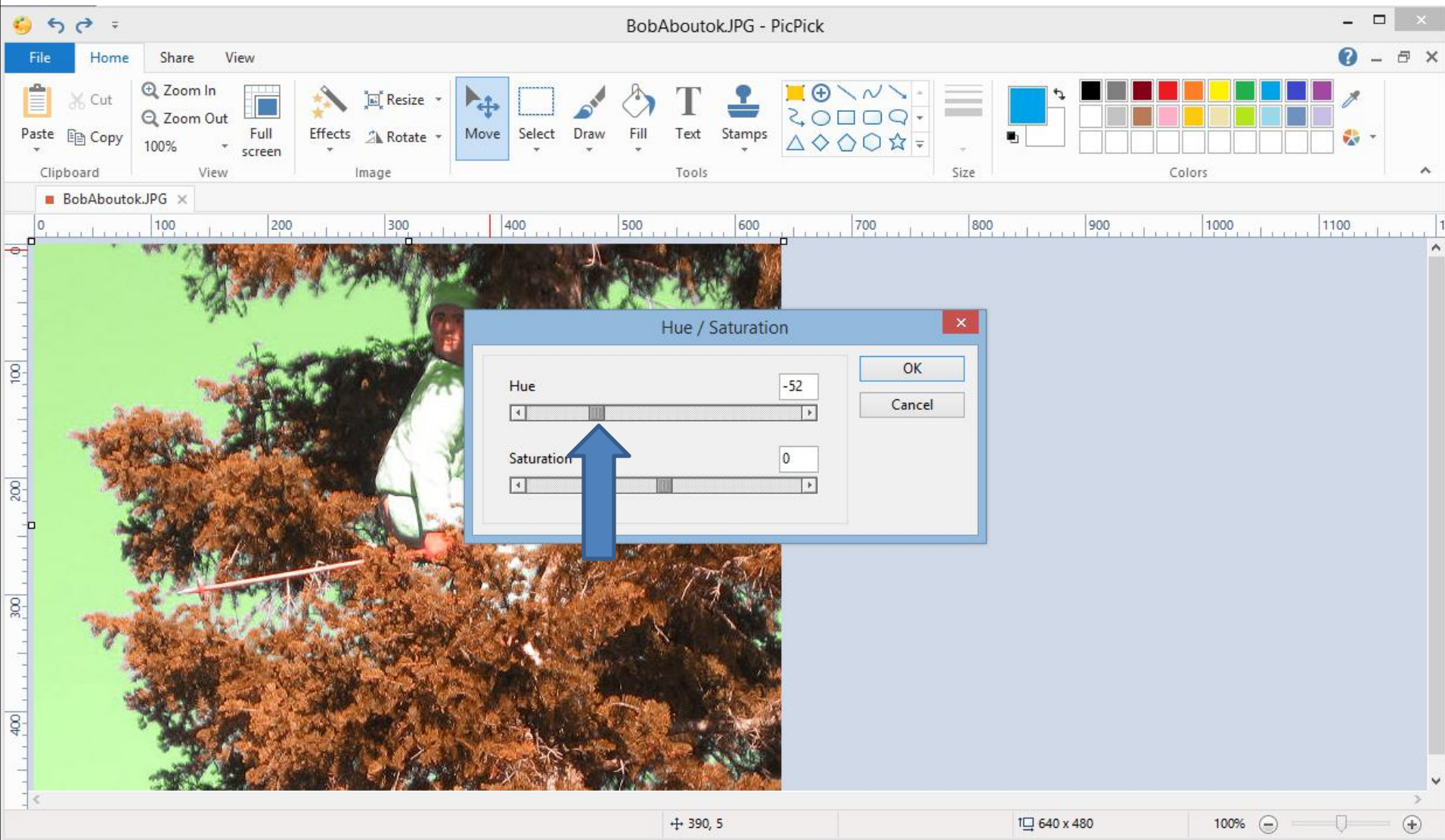
- You left click on the line in the middle of Hue and hold it down and drag it to the right, which is next.



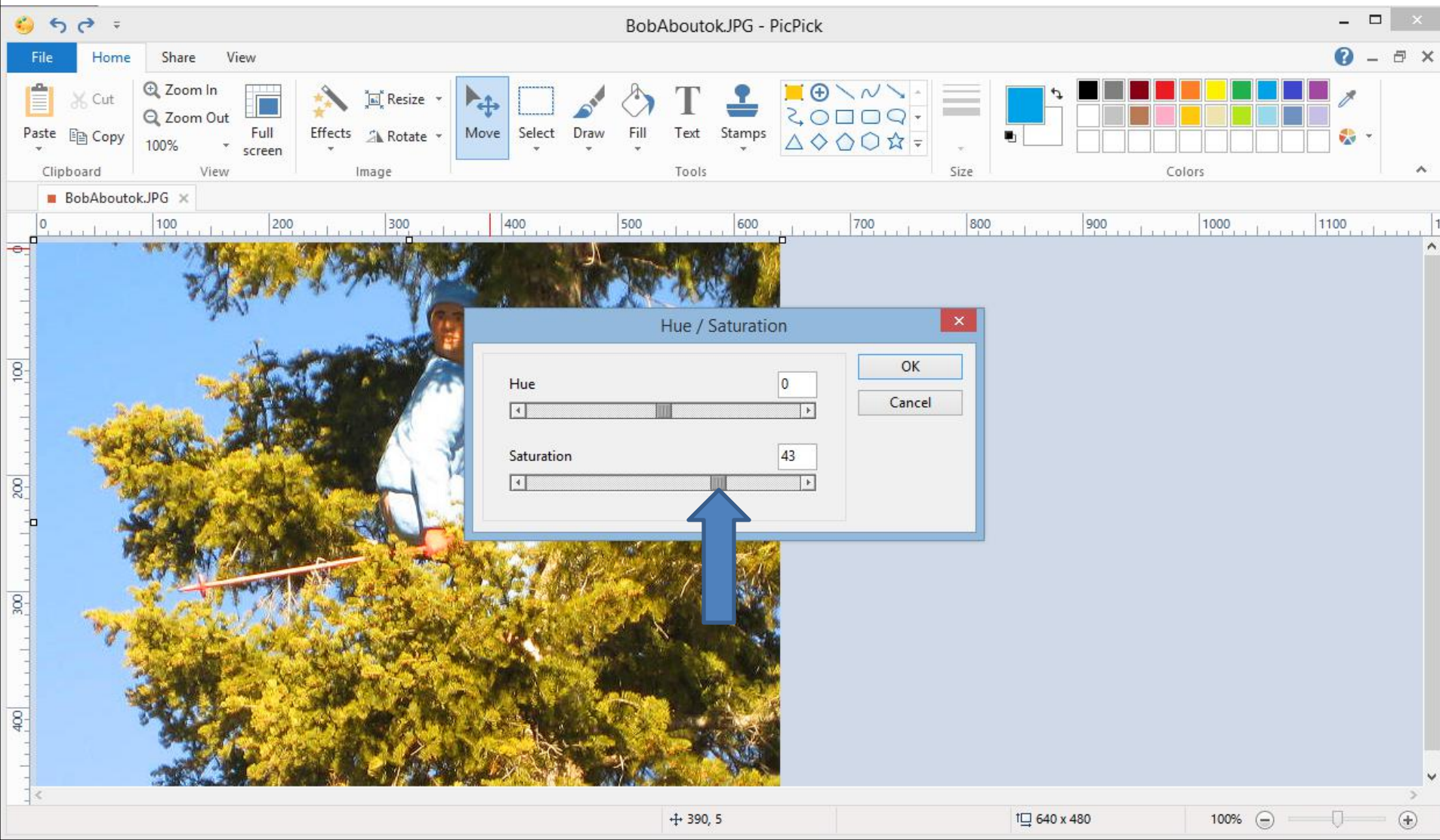
- Here is a sample of dragging it right and you then see background color changed. It is the same on the new version. Next is a sample of drag it left.



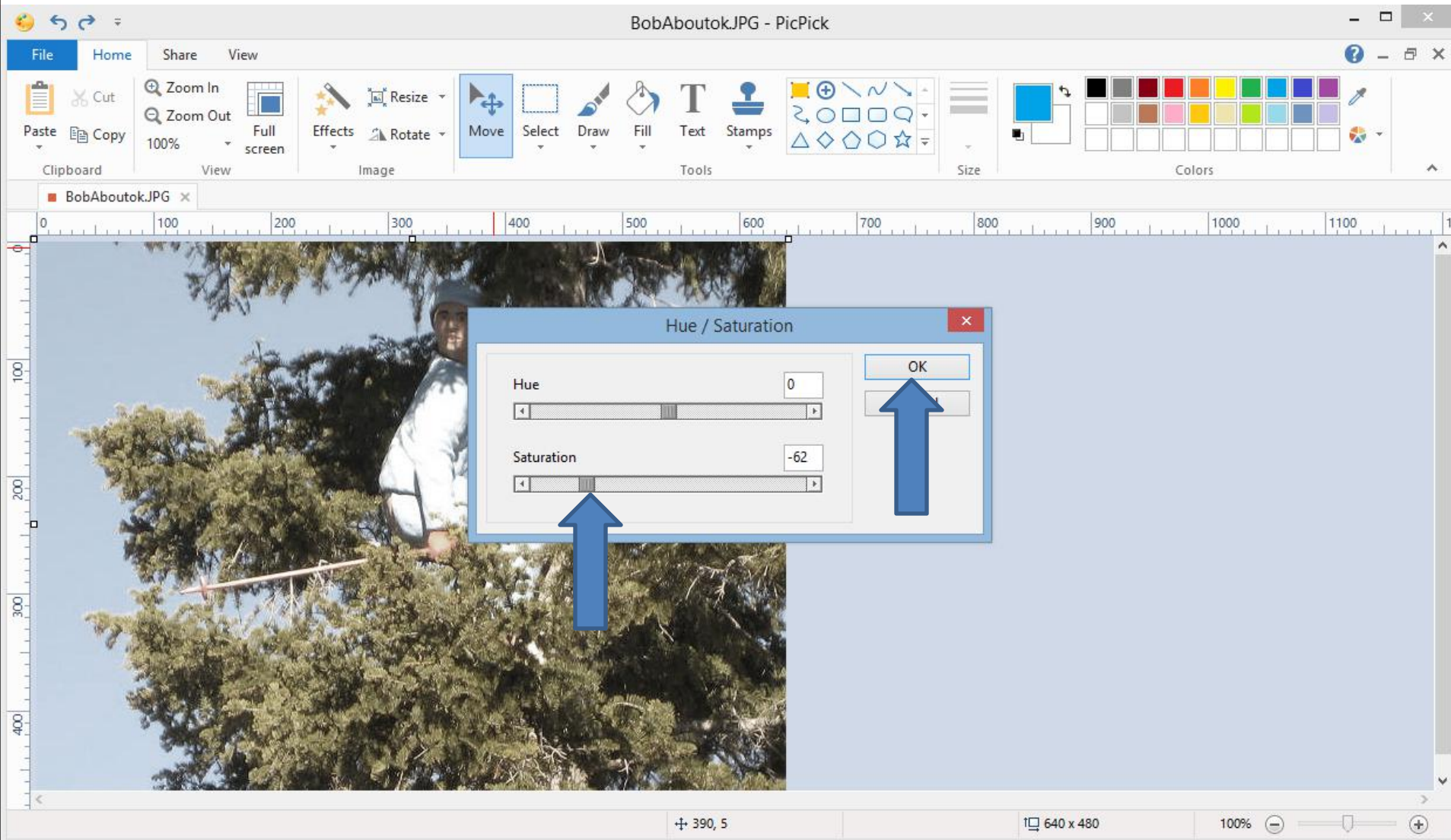
- If you drag it to the left, the background color is different on both versions. Next is Saturation. Note – I changed Hue back to 0 to original.



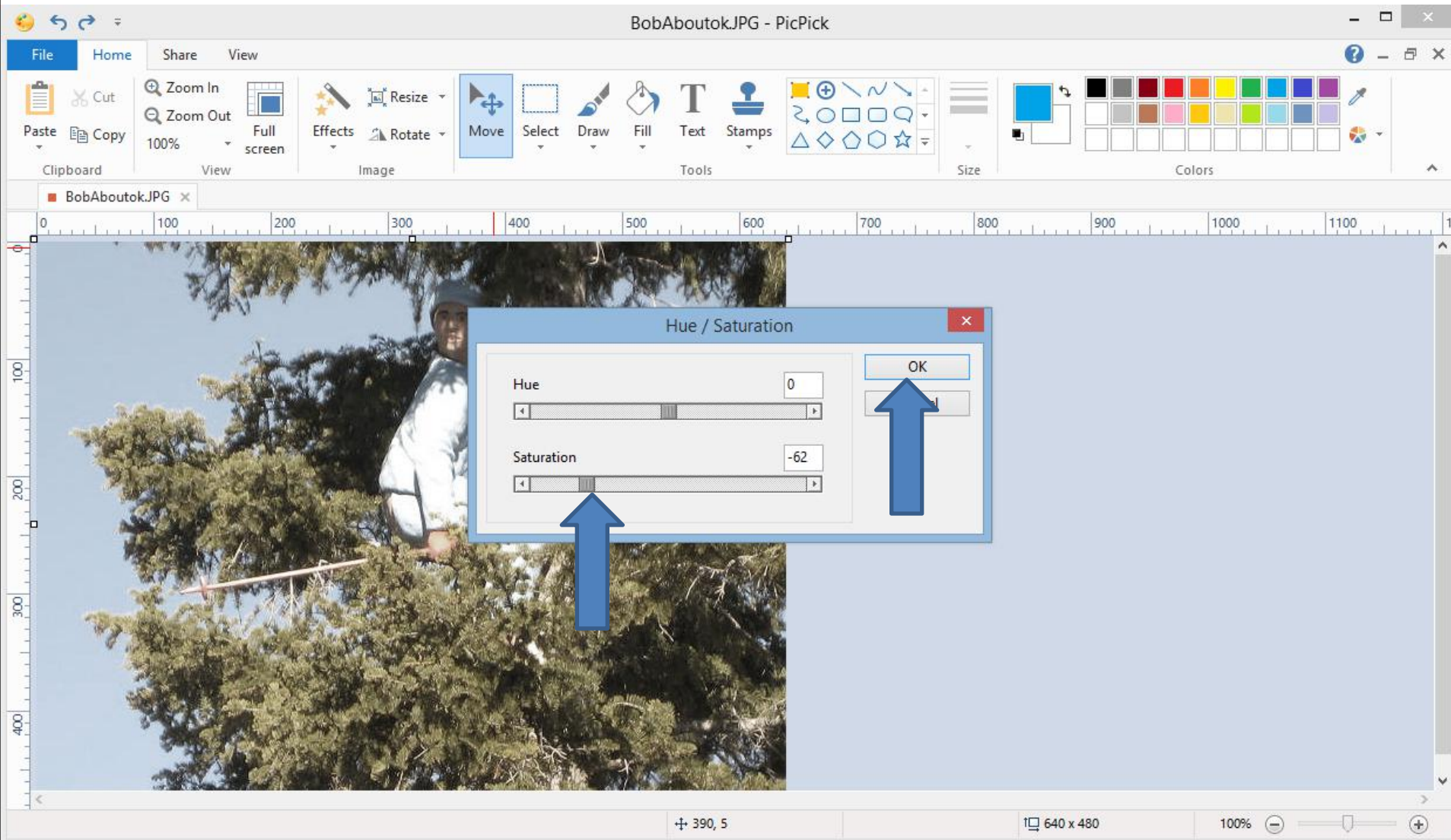
- When you drag Saturation to the right, it increases all the color of the original Picture on both versions. Next is drag it left.



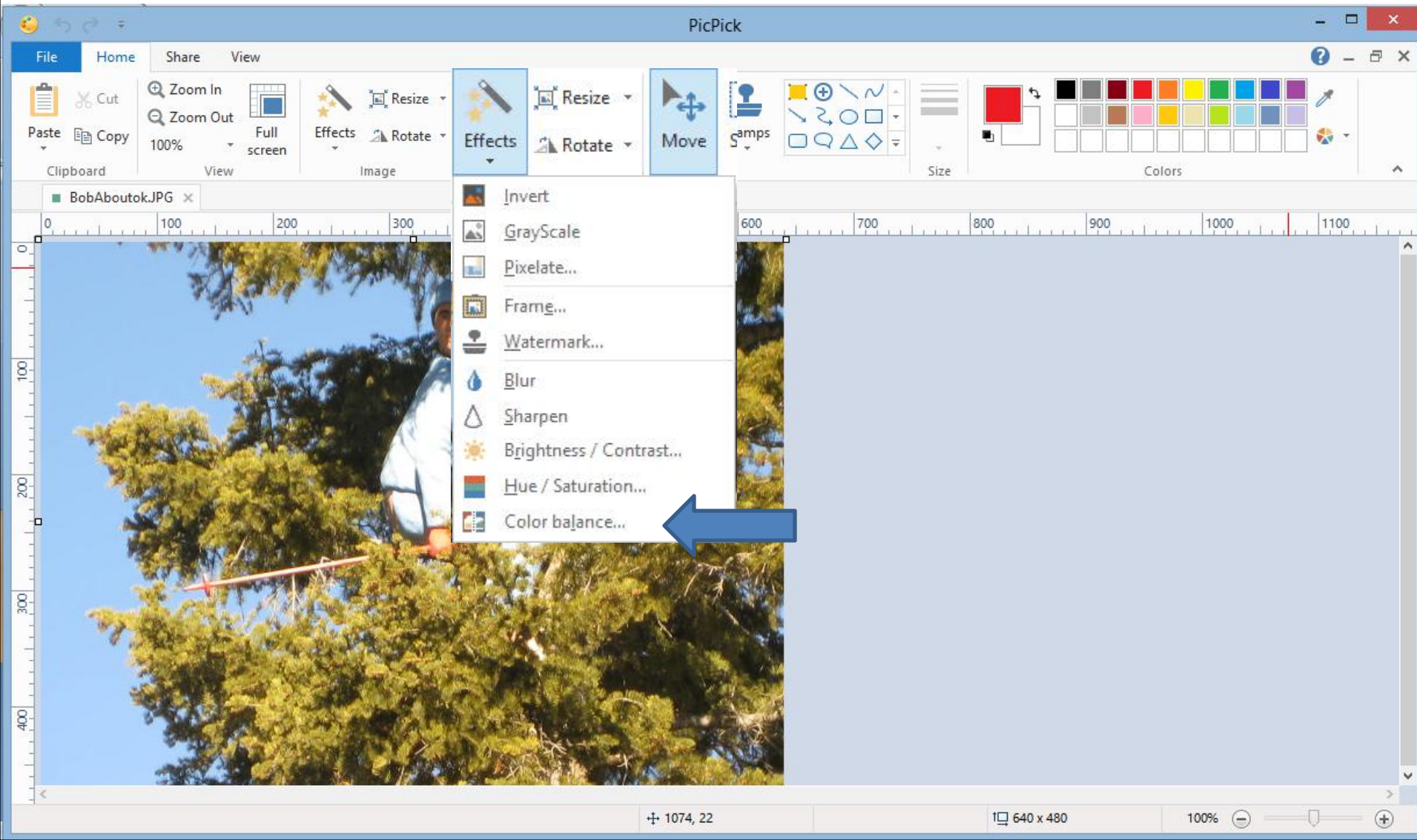
- When you drag Saturation to the left, it reduces all the color of the original photo on both versions. Once you like it, click on OK. Next explains it.



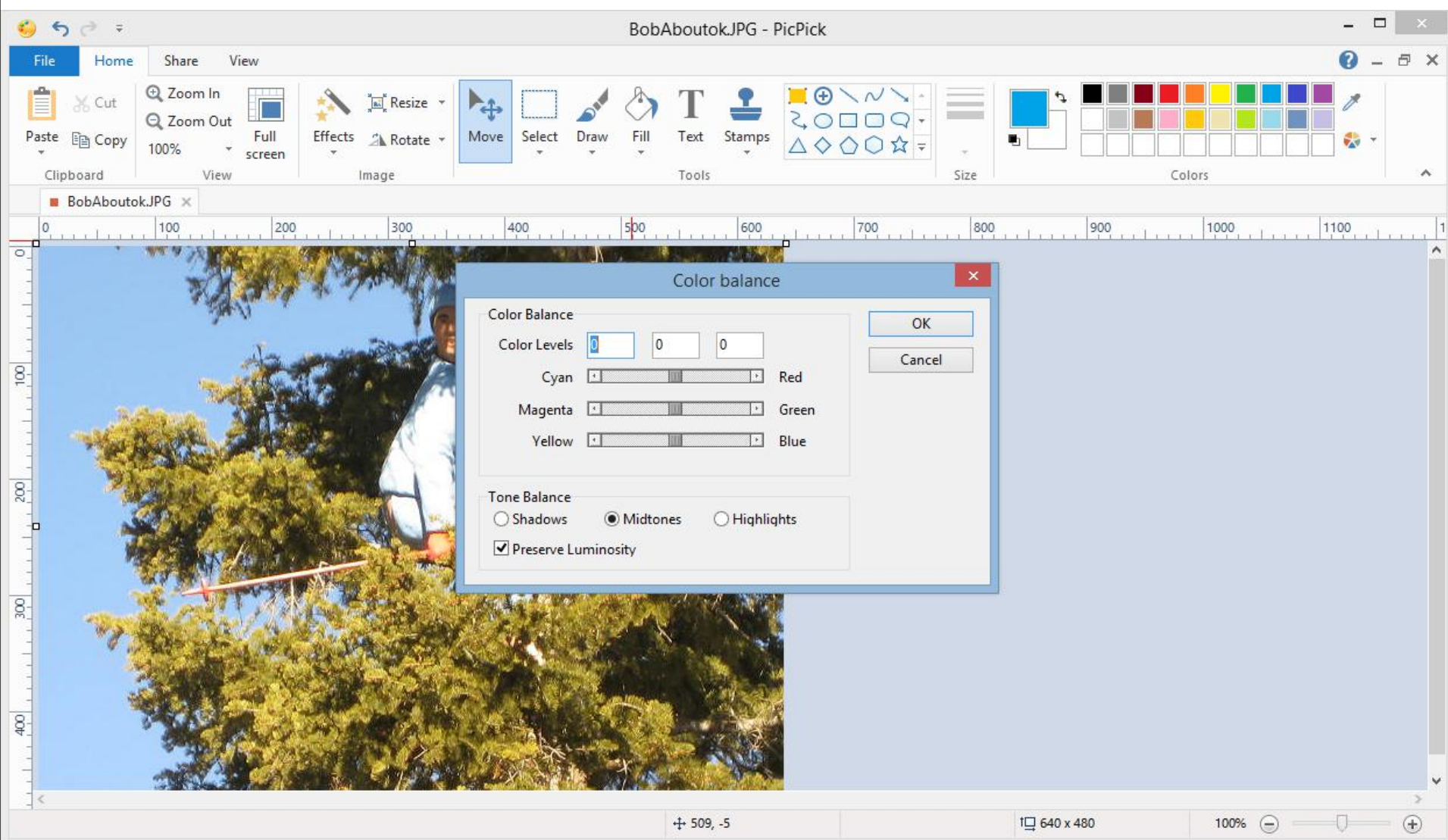
When you click on OK, the window closes. I decided to drag the line to the Middle with O to make it original and click on OK. Next is another Effect.



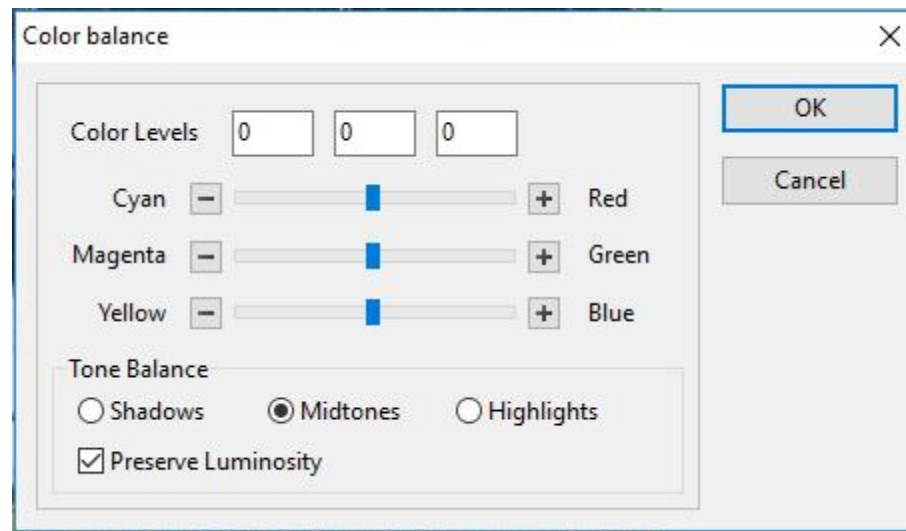
- You click on Effects again and then you click on Color Balance, and a new window opens, which is next.



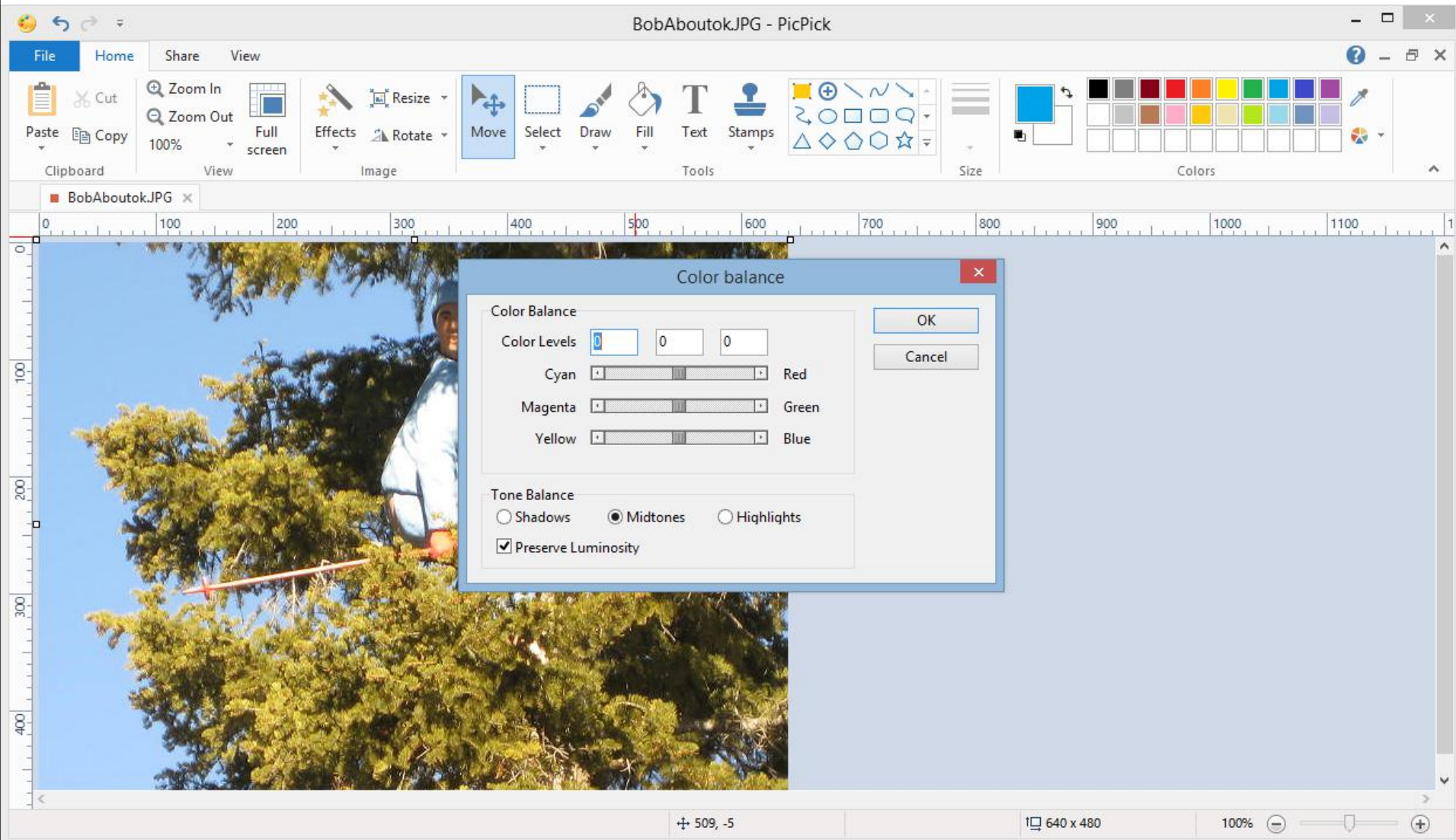
- You see the new window. It is similar on the new version, which is next.



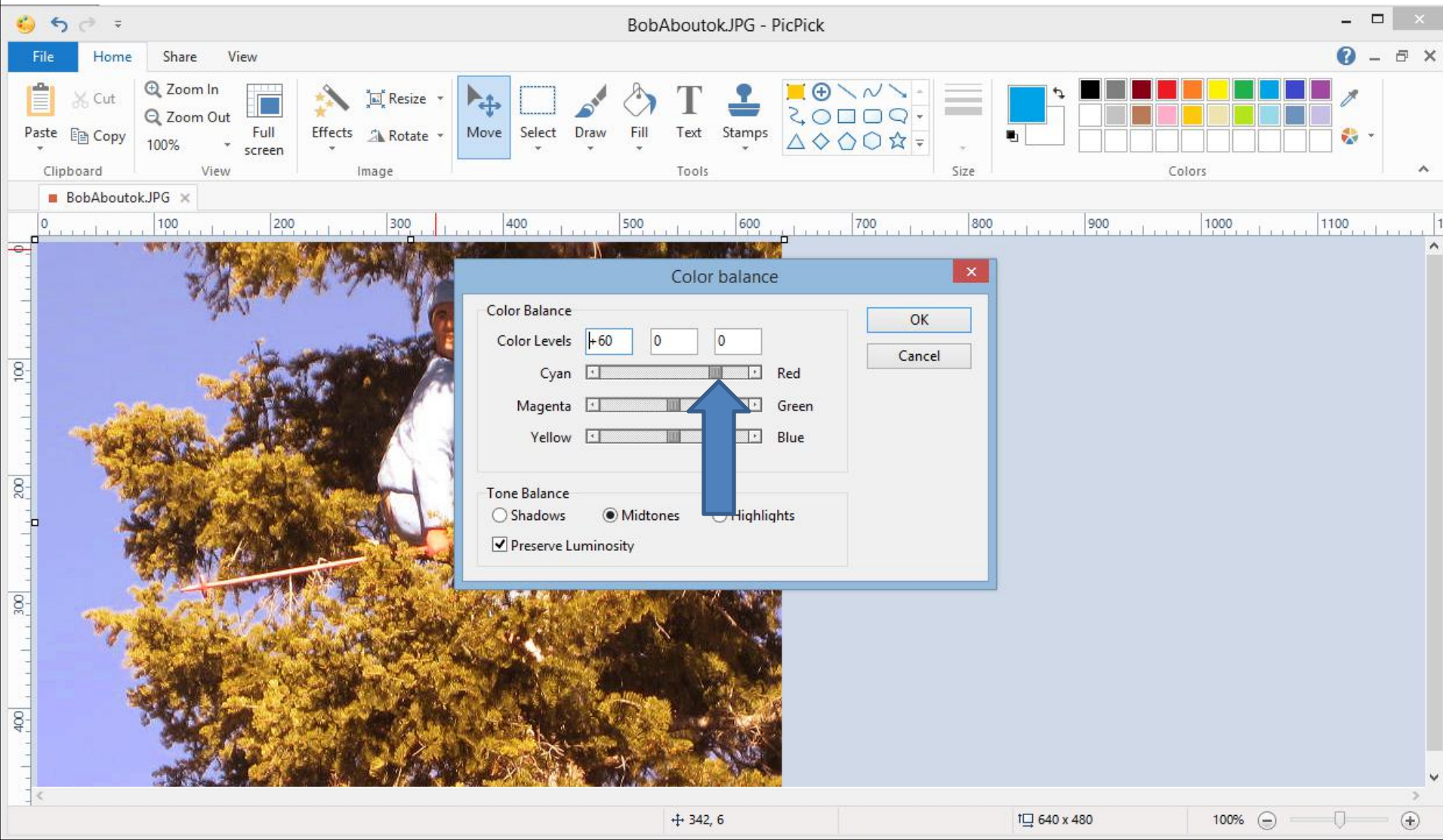
- Here is a sample of the new version window. It is the same, except the Color balance name is the upper left vs. upper middle. Next is want to do.



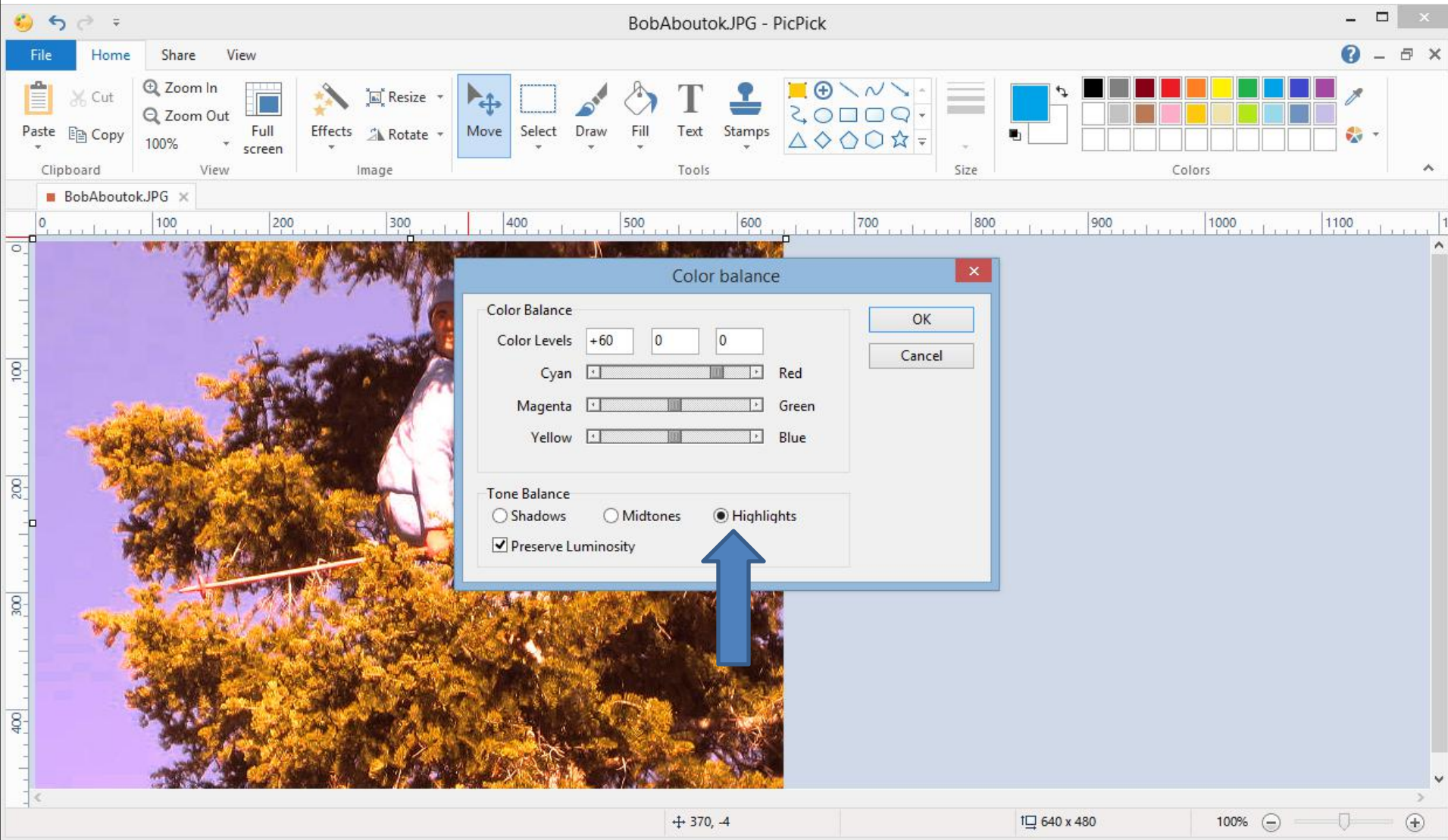
• It has three options to drag right of left. You also have Tone Balance. I will show you some samples.



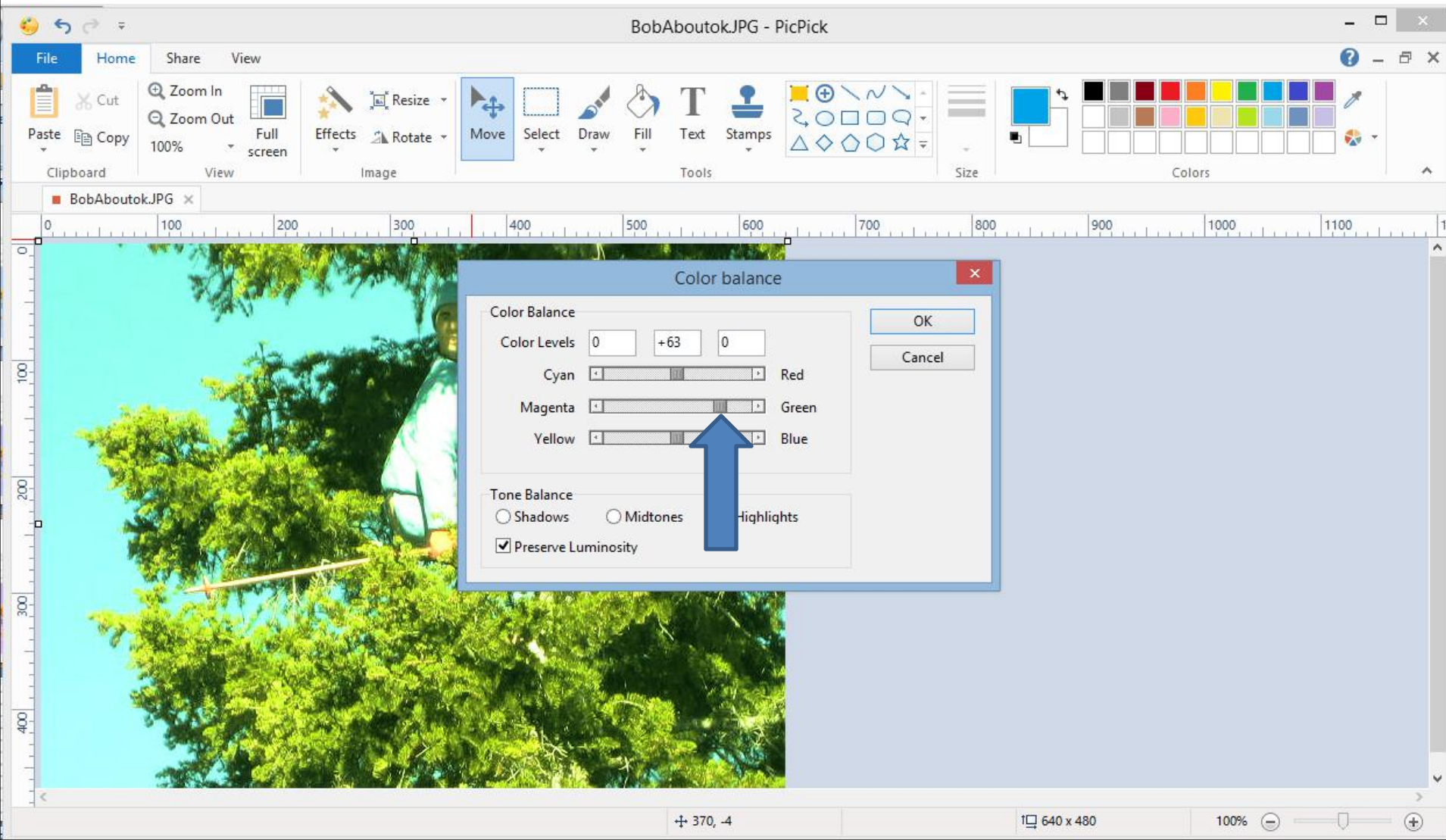
- The default Tone Balance is Midtones. When you drag the first line to the right (Red), you see the change. Next is Highlights.



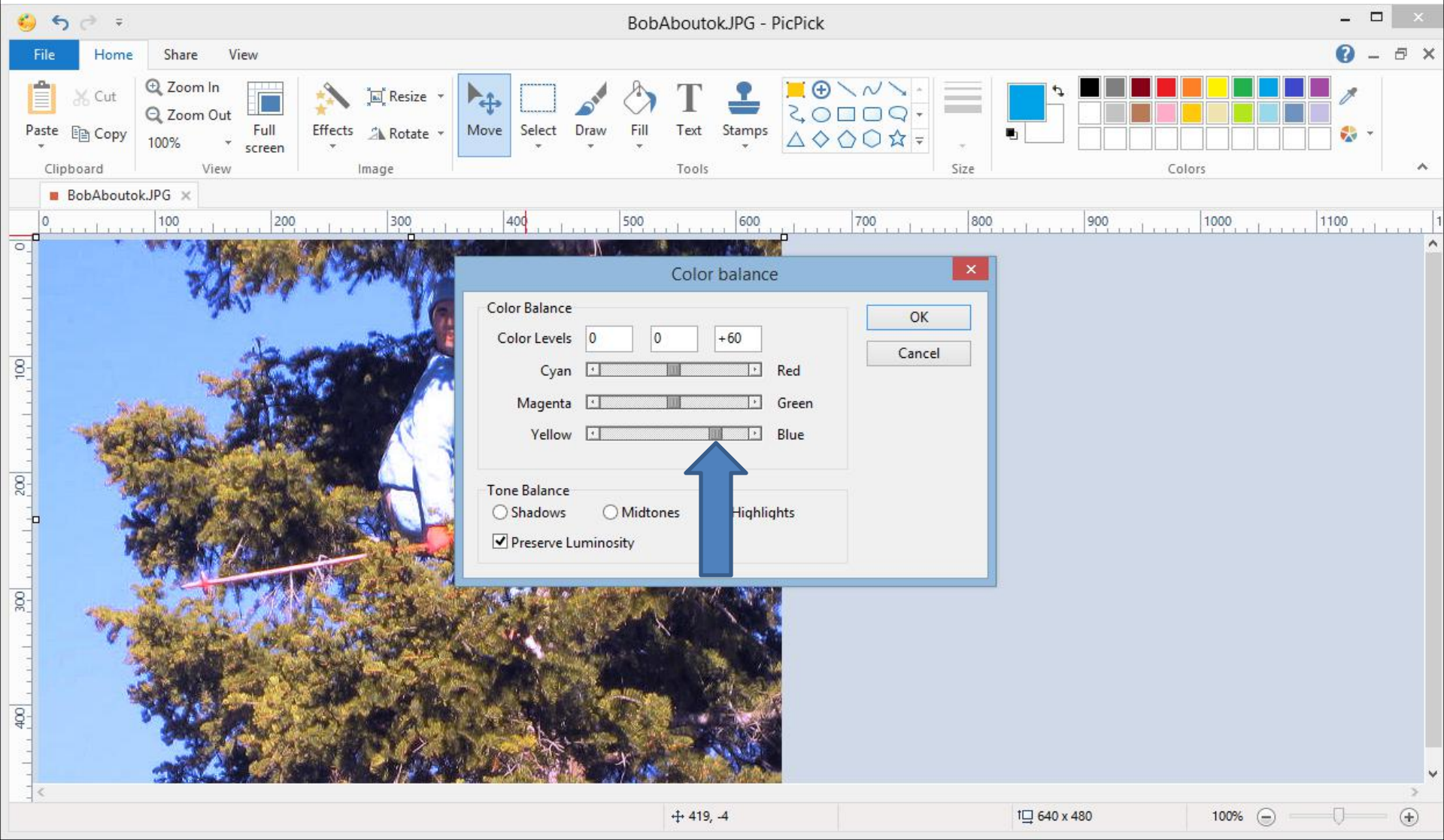
- If you cancel, and then go back and click on Highlights and drag the first to the right again, you see the difference. Next are other samples.



- **Note - I Cancel for Red. Here is a sample of dragging of the Green line right. Next is Blue.**



Note - I Cancel the Green. Here is a sample of dragging the Blue line right, and it made the background more Blue. Next is Save or Save As.

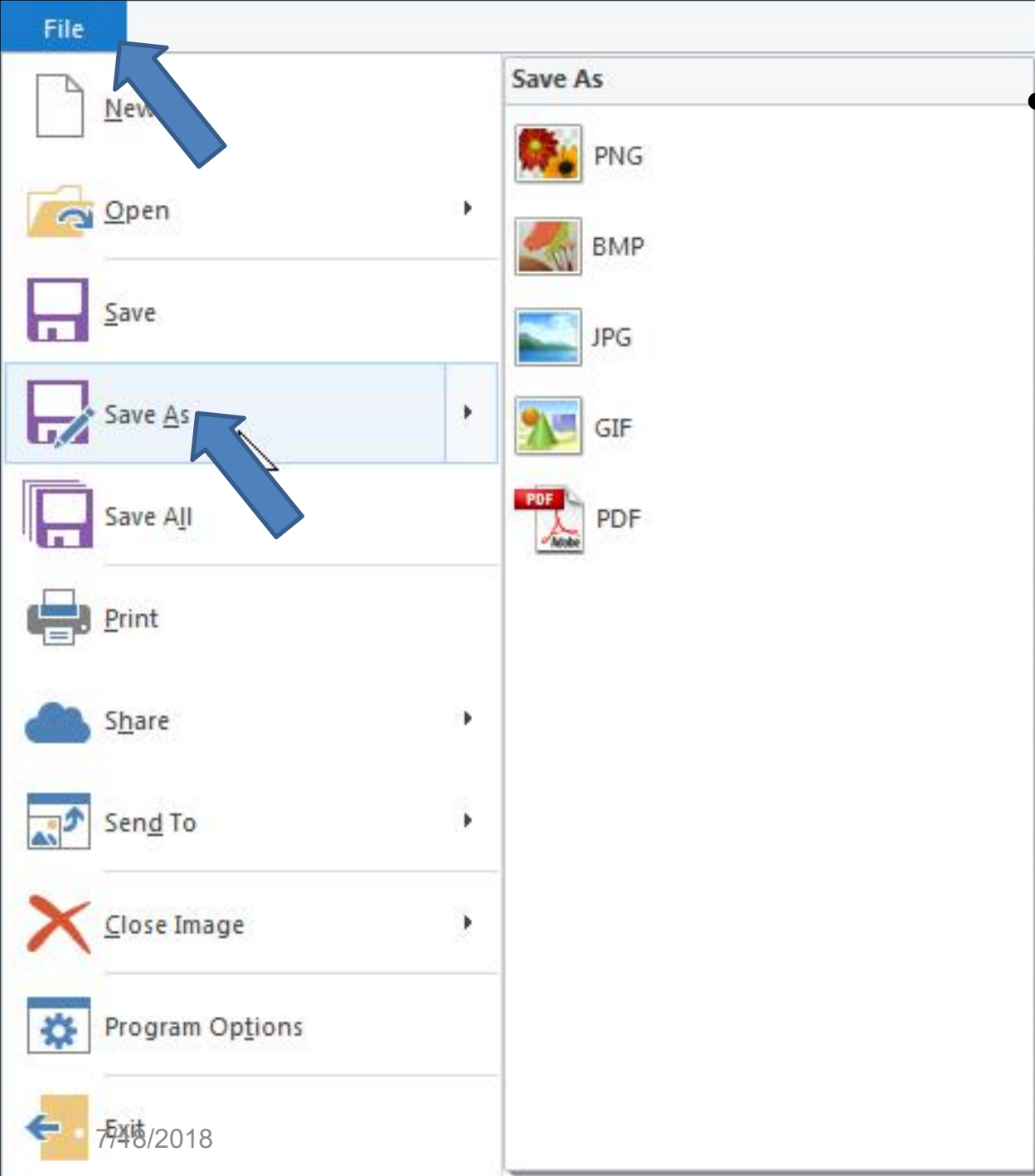


Save or Save As.

- **If you do an Effect that you want on a Picture or a Screen Capture Image you can Save it or Save As. When you Save or Save As on a Screen Capture Image, it saves the Image on your Computer. When you Save the Picture that you opened from your Computer, it changes the Picture on your Computer. If Save As the Picture, you get a second Picture and the original Picture is on your Computer.**
- **Next explains why to Save As vs. Save.**

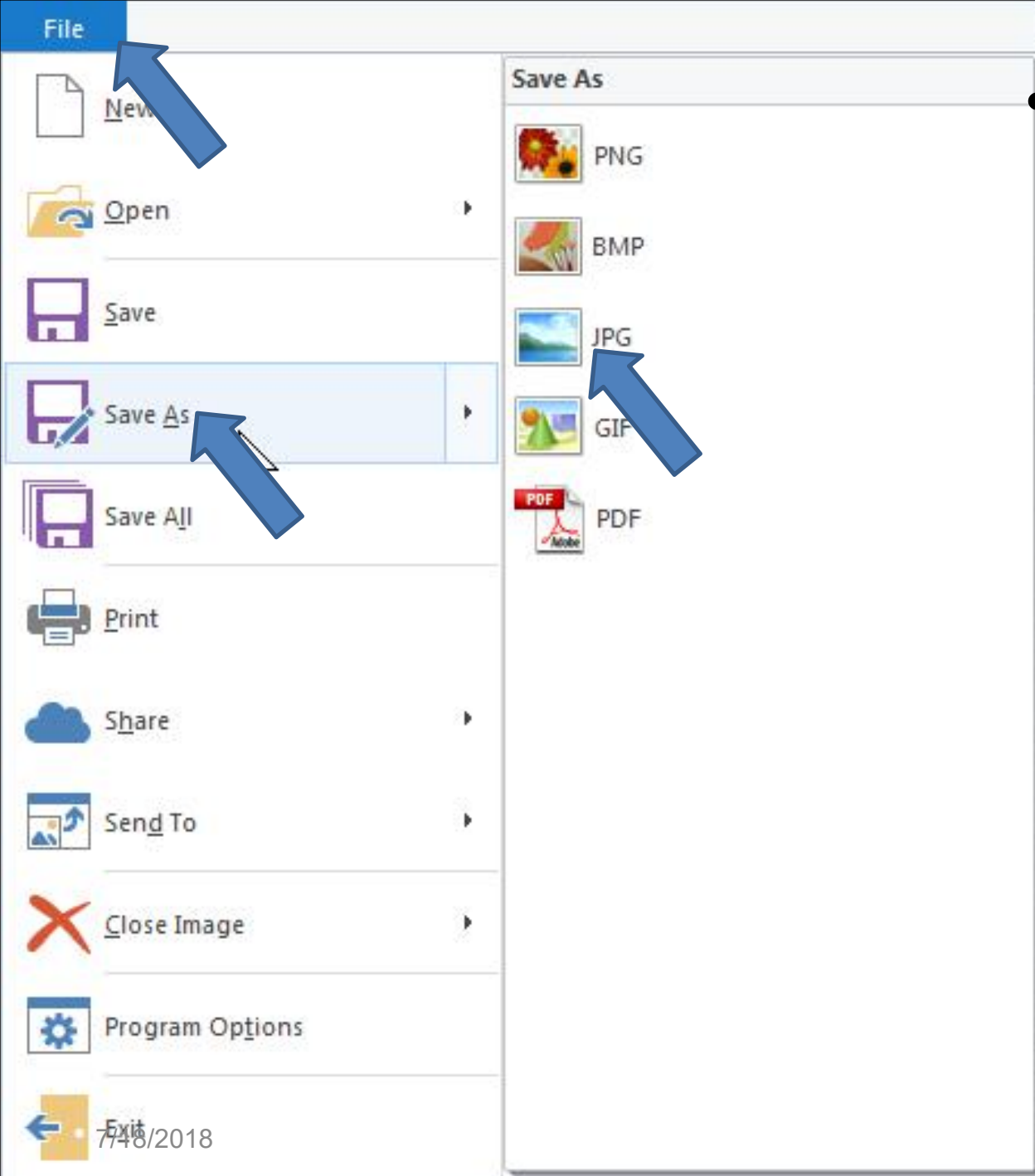
Why Save As vs. Save.

- If the you want the original Picture and want the new Effect on the Picture, that is why to Save As.**
- If you want the Effect and want to send it to someone on your e-mail, you can attach it from your Computer or you can Copy it on PicPick and Paste on your e-mail. Step 10 in the Screen Capture Page, shows you how to Copy and Paste.**
- Next, is how to Save As with the older version.**
- Note- Part 2 shows how to Save vs. Save As.**



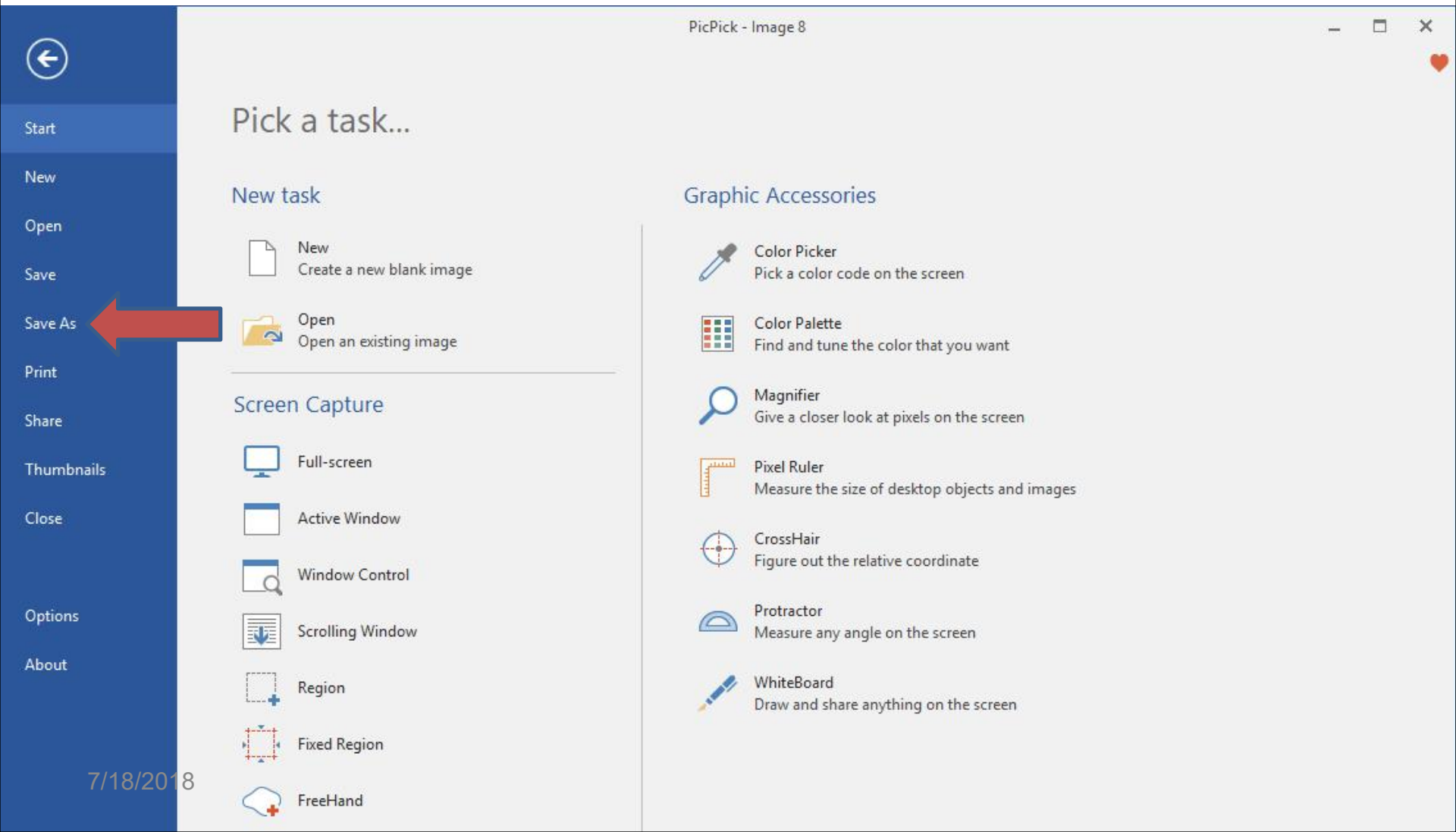
• Once you make changes, like the Black & White (GrayScale), you click on File in upper left and a new window opens and when you hover over Save As, a new window opens with a list. Next explains it.

- **When you click on Save As, a new window opens with the default file, which is PNG. JPG file is the same on the Pictures on my Computer and maybe on your Computer. That's why I decided to click on JPG vs. click on Save As.**
- **Next is how to click on JPG vs. Save As.**



• Once you click on JPG vs. Save As, a new window opens, which is later. Next is the new version.

Once you click on File in upper left on the new version, the page changes and then click on Save As in the left and next is what happens.










Page changes to Save As. You click on the File Format you want, like PDG or JPG and a new window opens. Next explains about PDF or JPG.


PicPick - bobaboutok1.jpg

A new version of PicPick is available

Save As

File Format

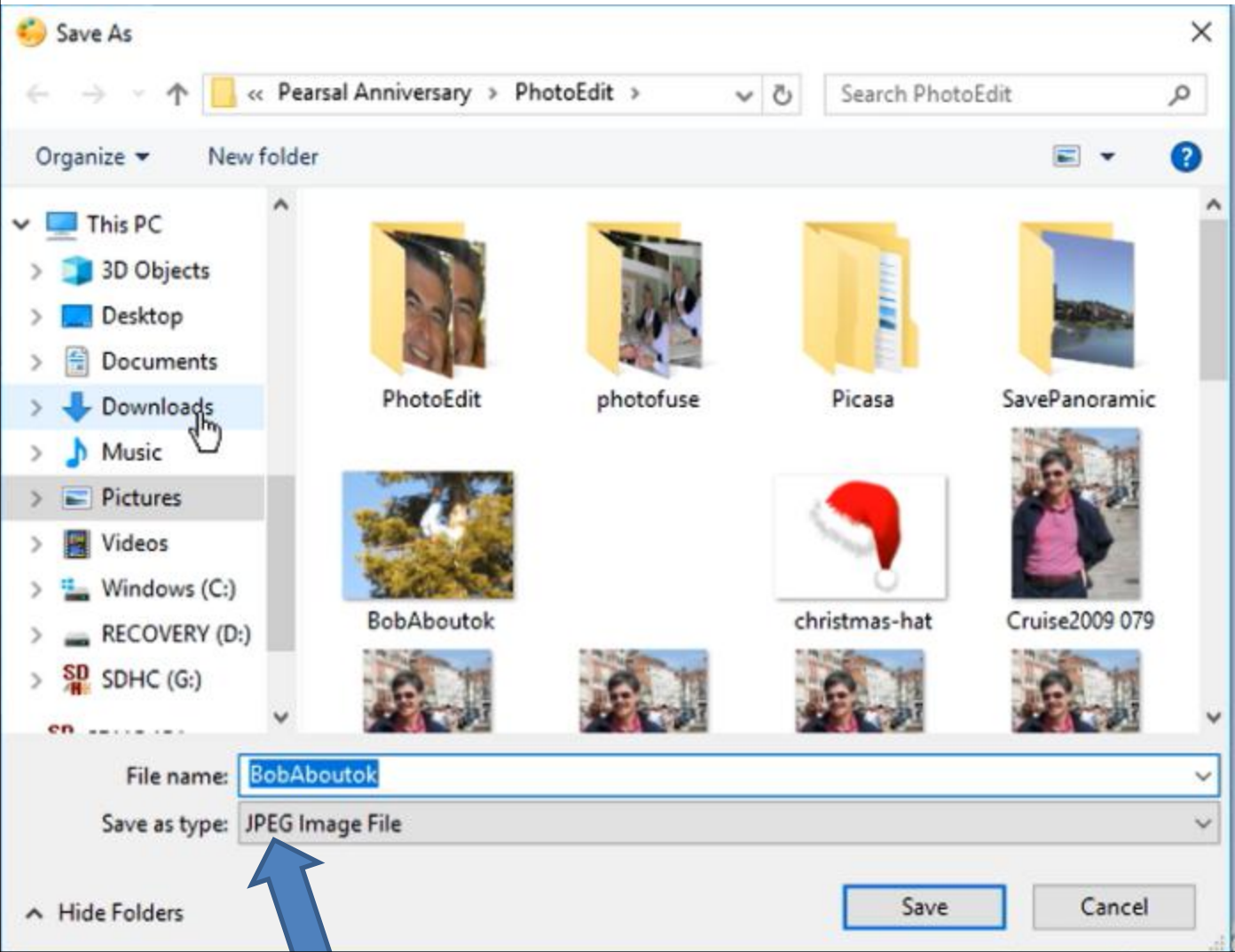
-  PNG 
-  BMP
-  JPG 
-  GIF
-  PDF

 Save All
Save all images with a new name

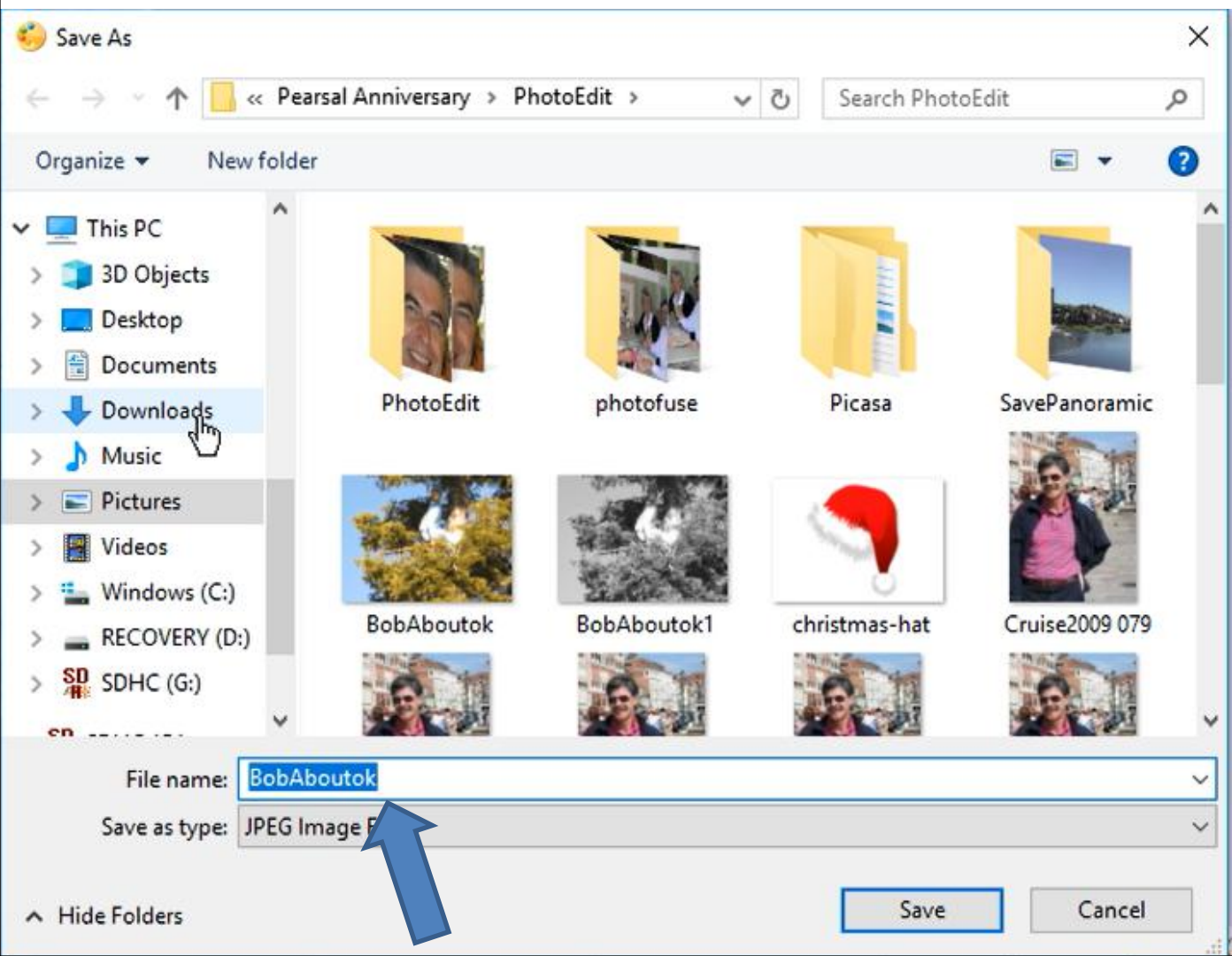
7/18/2018

- **As I mentioned before, PDG file is the default file on the older version. JPG file is the same on the Pictures on my Computer and maybe on your Computer. That's why I decided to click on JPG vs. PDG.**
- **Next is what happens when you click on JPG on the older version.**
- **After that is when I click on JPG on the new version.**

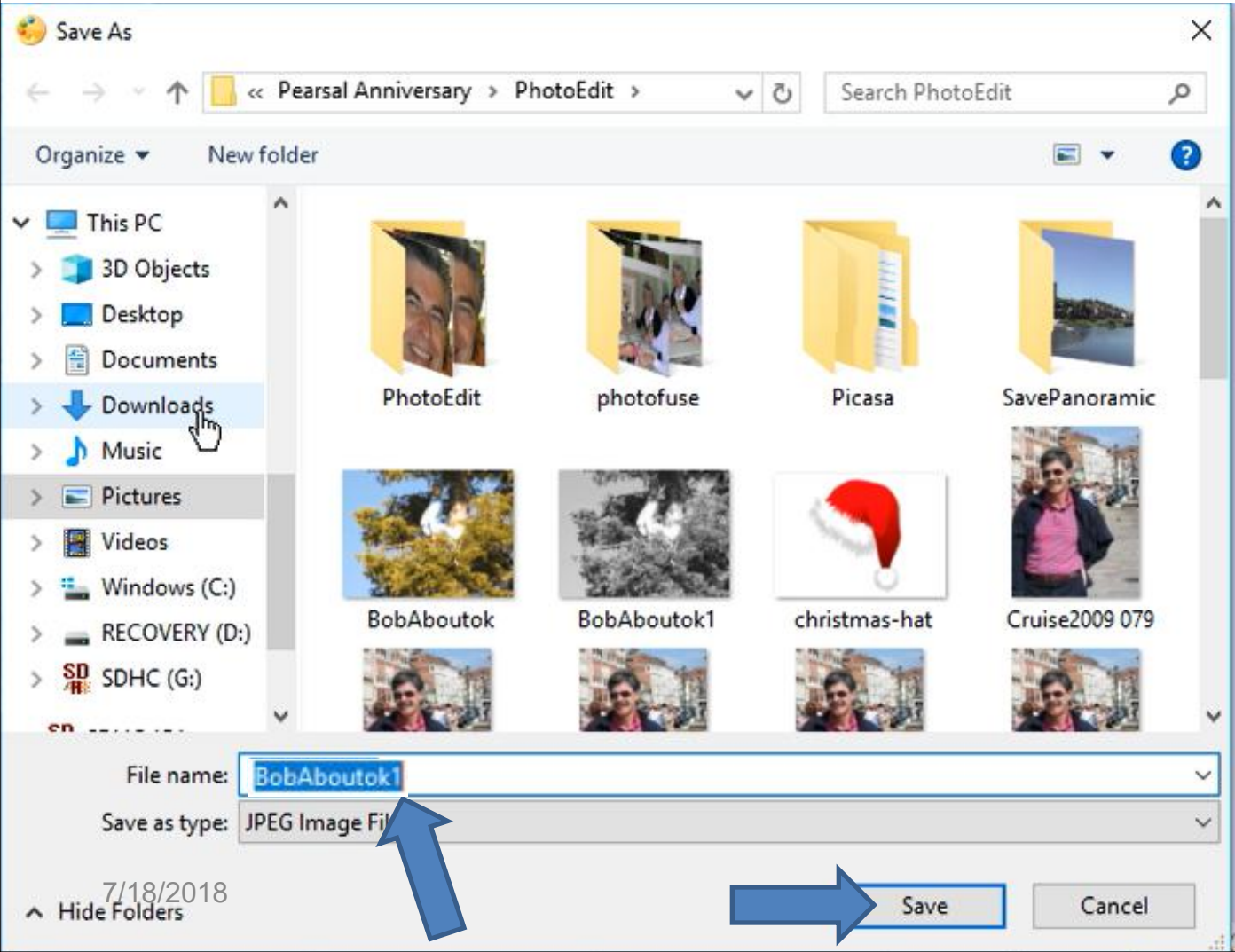
- When you click on JPG in the older version, a new window opens, like File explorer with the folder that you opened the Picture on PicPick. You then see JPEG next to Save as type. Next is about change File name.



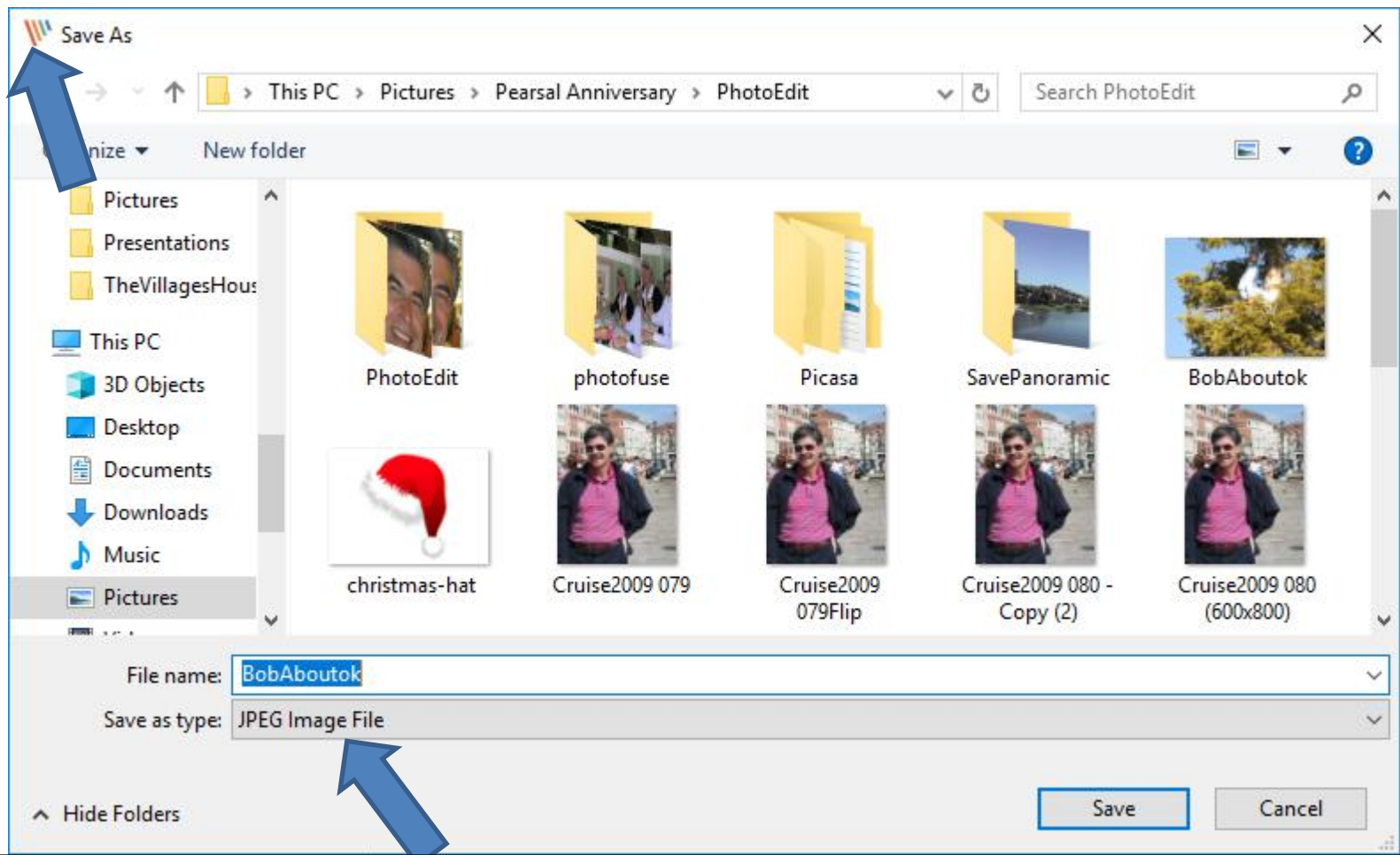
- You can change the File name, like adding 1. I recommend that to Save As a new Picture. Next is a sample of adding 1.



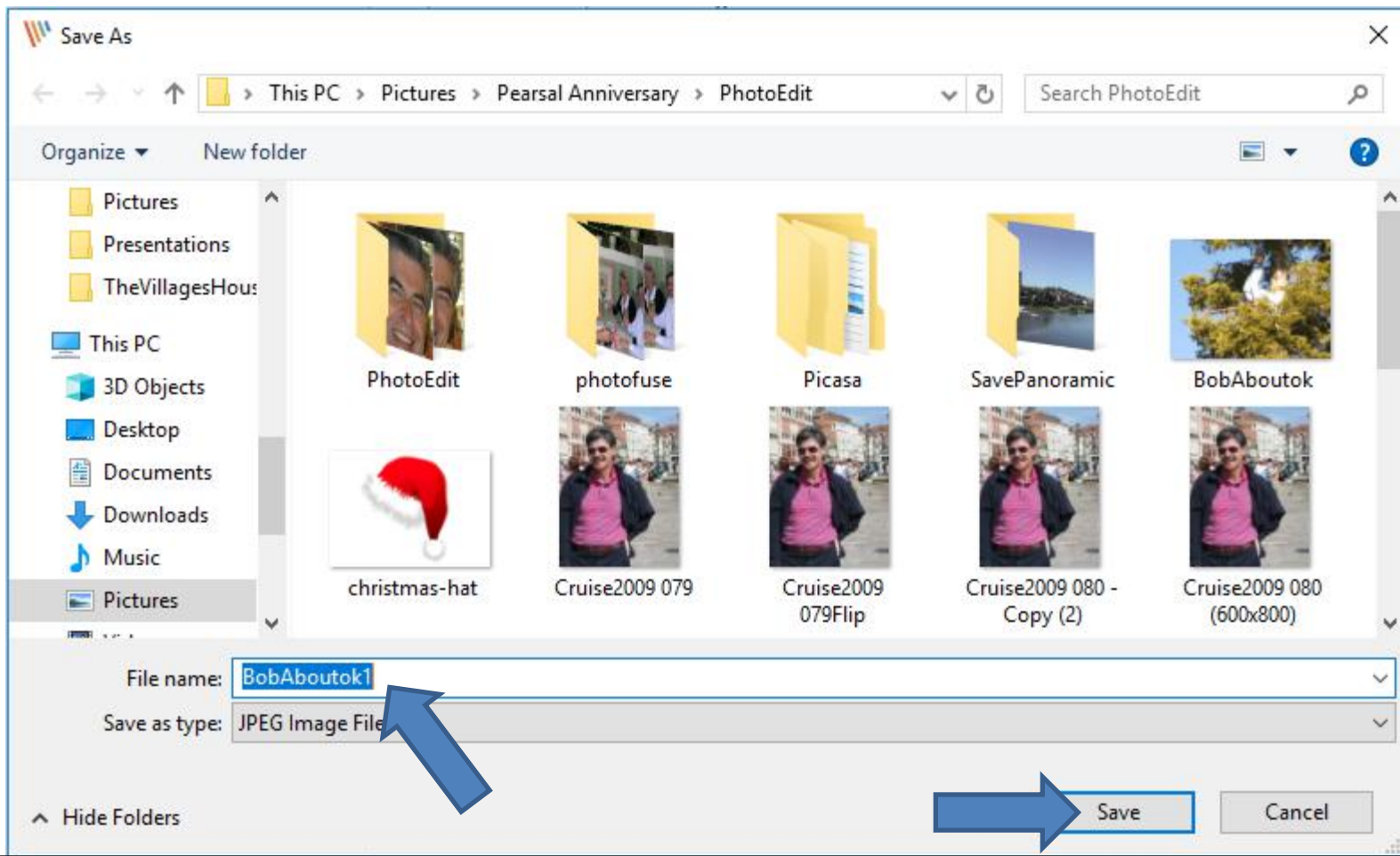
- Here is a sample of adding 1. Once complete, click on Save in the lower right. Once you click on Save, it saves the new Picture on that folder and the window closes, which is later. Next is the new version.

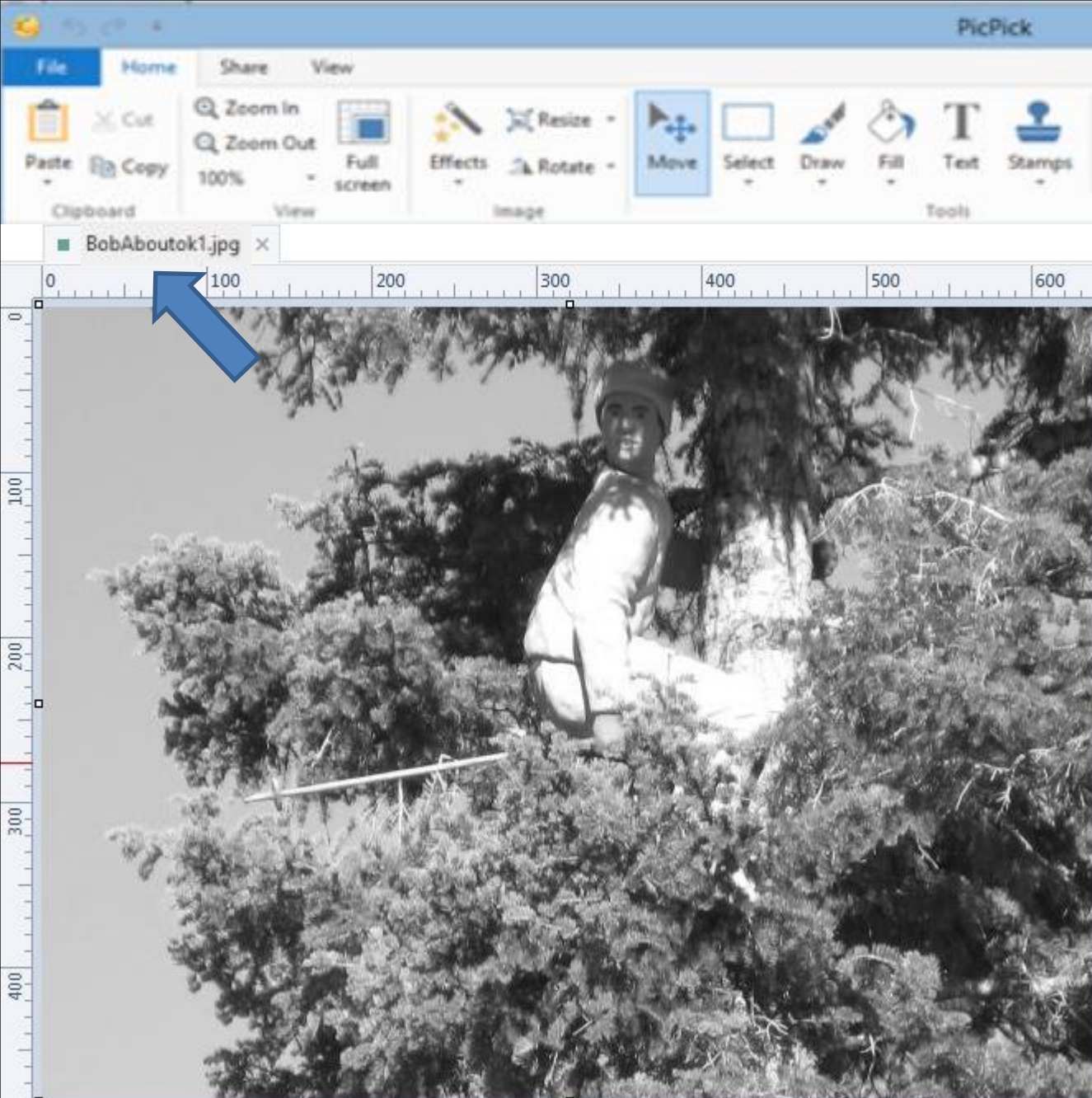


When you click on JPG in the new version, a new window opens in the new version, like File explorer opens again and you see JPEG again. It is similar then the older version, but the Icon in the upper left is different then the older version. Next is a sample of changing the File namr again.



Here is a sample of adding 1 again. As i mentioned before, once complete, click on Save in the lower right. Next is what happens when you click on Save in the older version.





- The window closes and it saves it as a new Picture.
- You then see the new name on the tab.
- Next is what happens with the new version.

- Here is a sample of clicking on save with the new version and you see the same name changed. **This is End of Step 1 - Part 1.**

