

Nottinghamshire
County Council

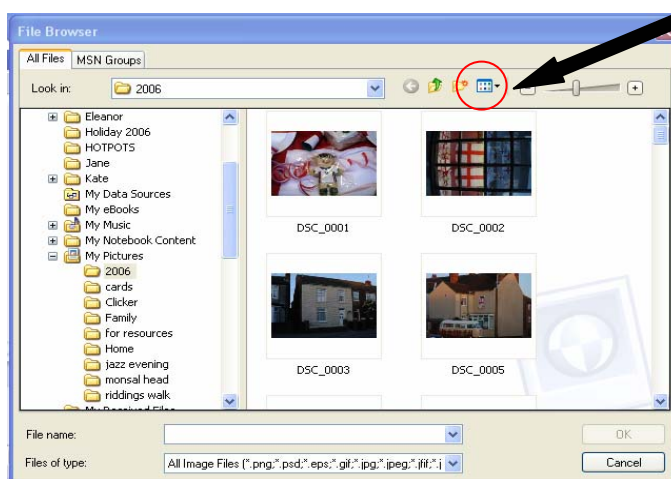
Adult and Community Learning Service

Using Photo Story 3 for Windows®

To use Photo Story 3 for Windows® you will need to have the photographs you wish to use stored on your computer. Photo Story 3 allows you create slideshows using digital photos, you can touch-up, crop, or rotate pictures. You can also add special effects, soundtracks, and voice narration and personalize them with titles and captions.

Creating a Photo Story

1. Open the program.
2. Make sure that **Begin a new story** is checked.
3. Click **Next**.
4. The **Import and arrange your pictures** dialogue box will appear. Click on **Import Pictures** and navigate to the folder where your pictures are stored.
5. Make sure that you are in the thumbnail view so that you can see the images.



Change to thumbnail view here.

6. Select one or more pictures and then click **OK**. To select more than one hold down **Ctrl** and click on required images. (Don't worry if they are the wrong way round, the images can be rotated in the Photo Story program.) Insert all of the images you want to use. They can be re-ordered later.
7. Your pictures will be inserted into the film strip at the bottom of the dialogue box. **SAVE** your project at this stage by clicking on the **Save Project** button. Do this regularly! It is saved by default in My Videos. Specify if you wish to save it elsewhere. For example, a folder in My Documents.



8. Re-order by clicking on an image and moving it along to the left or right by using the arrows, bottom right.

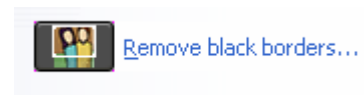
9. Click on the X to delete an image.

10. Beneath the main picture review you will find a toolbar. The back and forward arrows at either end will take you through the slides on the filmstrip. The tools in between allow you to:

- correct colour levels
- correct red eye
- rotate counter clockwise – and clockwise
- open the Edit Pictures dialogue box where you will find the above and a few more options, including adding an effect.



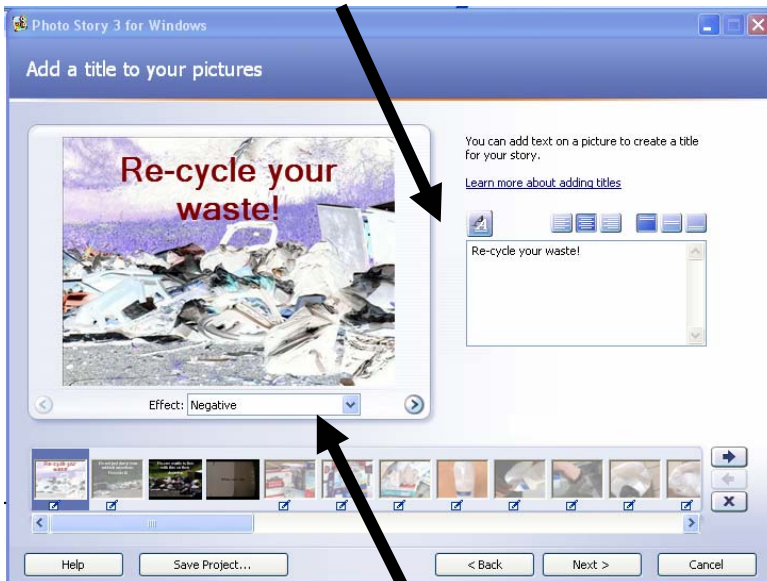
11. Some images may have black borders because they are not the right size and proportions for the software. You can click on Remove black borders and the program will preview each image with the borders removed. You decide if it is appropriate to remove the black borders. If you do not do this, and your pictures have black borders, you will be prompted by a message. Removing them is optional.



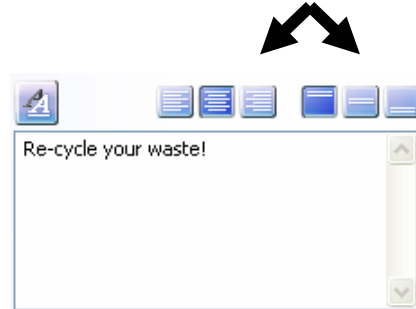
12. When ready, click **Next**.

N.B. YOU CAN NAVIGATE BACK AT ANY TIME BY CLICKING ON THE BACK BUTTON.

Change font style and colour

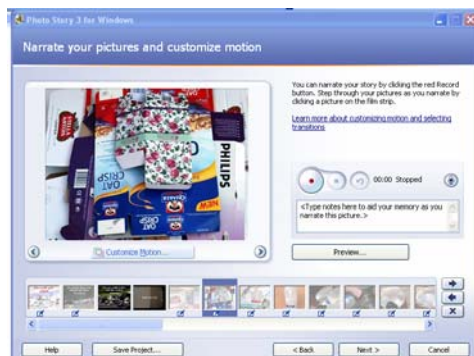


13. You can now add text to a picture. Select your picture, type your text into the box and select where you wish it to be positioned.

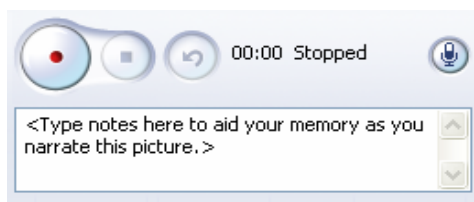


14. Click on the drop down menu next to the **Effect** button beneath the main picture if you wish to add an effect at this point.
15. Click through the slides and repeat the process for those where you wish to add text or an effect. Then click **Next**.

16. This will open the **Narrate your pictures and customise motion** dialogue box. Click



- on the first picture where you wish to add a voice over. You can first script your voice over in the box. This is a very useful prompt.



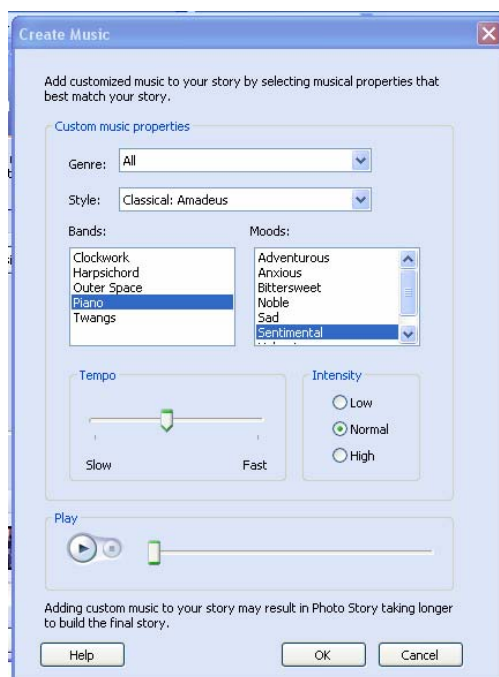
17. To record, you will need a microphone plugged into your computer. When you are ready to record, click the red button: **Record Narration**. Stop by clicking on the blue square and delete by clicking on the back arrow.

18. Photo Story software will automatically add effects to your pictures but you can decide to do this for yourself by clicking on the **Customise Motion** button

beneath the preview box. Click the **Motion and Duration** tab and/or the **Transition** tab to set how you want to pan or zoom in and out of your photographs, and add your own transitions and timings.

You can preview your story, with narration, at any point. Just select the picture where you wish your preview to start then click on the Preview button.

19. When you are satisfied with narration, motion and transition, click **Next**.
20. The **Add background music** dialogue box will appear. You can choose to add music to a slide or slides. Select music saved on your computer or use the **Create Music** facility and add some synthetic sounds.



21. Make your own music by selecting genre, style, tempo and intensity. Preview and make any necessary alterations until you are happy with the result.
22. When you are satisfied that your story is finished, click **Next**.
23. You will be presented with a choice of ways to save your story. First select **Save project** (bottom left) and then **Save your story for playback on your computer**.

You will have saved:

- the editable project and
- the finished story.

You may download the free software from:

<http://www.microsoft.com/windowsxp/using/digitalphotography/photostory/default.aspx>

A useful site for beginners is <http://www.windowphotostory.com/>. This answers frequently asked questions and offers tips and advice.