

# **The New Secrets of the New Picasa (v.3)**

A Seminar Presented by Stu Gershon

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1. **How To Get Picasa**  
<http://picasa.google.com/index.html>
2. **How To Load Pictures in Picasa**
  - a. **File**
  - b. **Add Folder to Picasa**
  - c. **Manager**
    - i. **Three choices: Scan Once; Remove From Picasa; Scan Always**
3. **How To Edit Pictures in Picasa**
  - a. **AFTER** Editing the Picture you **MUST SAVE A COPY** and then **UNDO ANY CHANGES** to keep BOTH the ORIGINAL and the NEW PICTURE on your Hard Drive!
  - b. **Basic Edits, Tuning, Effects**
4. **How To Send Pictures w/eMail – Sign up for Gmail**
  - a. <http://tinyurl.com/4pyqsb>
5. **How To Print**
  - a. **Printer Settings**
    - i. **Printer, Printer Setup**
  - b. **Print Layout**
  - c. **Copies Per Photo**
6. **How To Make a Collage**
  - a. **Type, Options, Location**
7. **How To Make a Slideshow**
8. **How To Put Text or Captions on Photos**
9. **How To Send Photos To Web Albums**
10. **How To Find Pictures in Picasa**

- 11. How To Make a Gift CD w/Picasa**
- 12. How To Order Prints Online**
- 13. How To Organize With the “Star”**
  - a. “Select a Picture and put a “Star” on it. This could be used in any number of ways.**
  - b. EDIT, SELECT “Starred”**
  - c. HOLD**
  - d. You can then make a CD of THESE photos, Print them, eMail them, Batch edit them (under PICTURE menu), etc.**

You can send me email questions at <http://tinyurl.com/52kj98>