

The New Secrets of the New Picasa(v.3.6)

1.How To Get Picasa

<http://picasa.google.com/index.html>

2.How To Load Pictures in Picasa

File

Add Folder to Picasa

Folder Manager

Three choices: Scan Once; Remove From Picasa; Scan Always

3.How To Edit Pictures in Picasa

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!

Basic Edits, Tuning, Effects

4.How To Send Pictures w/eMail – Sign up for Gmail

<https://www.google.com/accounts/NewAccount?service=mail&t=53714fc3-47ea776f-498bf2414aadae971a97&continue=http%3A%2F%2Fmail.google.com%2Fmail%2Fe-11-104eca12e97eda68f49c3a012b897ad6-896c2faeaa31df2ace7d0bb64da8441f70cf6cb4&type=2>

5.How To Print

Printer Settings

Printer, Printer Setup

Print Layout

Copies Per Photo

6.How To Make a Collage

Type, Options, Location

7.How To Make a Slideshow

7.How To Put Text or Captions on Photos

8.How To Send Photos To Web Albums

9.How To Find Pictures in Picasa

10.How To Make a Gift CD w/Picasa

11.How To Order Prints Online

12.How To Organize With the “Star”

“Select a Picture and put a “Star” on it. This could be used in any number of ways.

EDIT, SELECT “Starred”

HOLD

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 and also check for my current Schedule and Services at

www.DigitalDocOnline.com