



# Getting Started

Version 3.0

### Installation & Setup

If you are reading this file, you have likely already been through the installation process of PMView Pro. This section is intended to guide you through any subsequent installations and further setup procedures necessary to ensure PMView Pro is working properly on your system.

### Starting PMView Pro

Starting PMView Pro can be as easy as double-clicking any image file. You were given the option during installation to install a shortcut to the desktop and/or the Start Menu as well. On the Start Menu, you will also notice that you can access this file, the Online Help file and PMView itself.

PMView Pro also includes potentially unlimited startup options when started using the combination of command line options and script files. You can learn more about command line options and script files from the included help file.

### File Associations

A common issue that may arise at some point after the installation of PMView Pro is the loss of file associations. You will recall that during installation you were presented with a list of file formats to associate with PMView. Even if you selected all formats, other programs may adjust those settings during their installation. The easiest way to have PMView reclaim those associations is to run the PMView Pro installation file again.

If you only need to reclaim one or several of those associations, you can do this through the Windows operating system settings. By opening Windows Explorer from the start menu and selection Tools->Folder Options, you will be able to access the system File Type settings. From this menu you can access all recognized file formats on your system and the associated program. Given the variances between Windows versions, it is best to consult the documentation for your Windows installation to verify the proper steps to adjust the program associated with a particular file type.

### Using the Toolbar

To get the most out of PMView Pro, you should make yourself familiar with the toolbar and available shortcut keys. The complete list of shortcut keys can be found in the included help file, as well as toolbar information.



**File Open** - This will present the file open dialog, allowing you to open one or more images, or to convert image(s) using PMView.



**Previous/Next Image** - Using the Previous and Next buttons is an easy way to scroll through the available images in the current directory.



**Recall** - This will reload the current image from disk into PMView. If you have made changes to the image, you will be prompted to Save or cancel those changes.



**Delete** - The Delete button will prompt you with a dialog confirming that you want to delete the file from disk.



**Save** - The Save button will open the Save dialog if you have not saved the image previously. Otherwise, the image will be saved in the same location with the same name.



**Print** - This will open the Print image dialog allowing you to adjust how the image will be printed.



**Move** - This allows you to use the pointer to move the entire PMView window by clicking and dragging anywhere inside the window.



**Zoom** - When the Zoom tool is selected, left-clicking the image will zoom in by a factor of 100% and right clicking will zoom out by the same amount that was zoomed in.



**Scroll** - This option allows you to click on an image inside of PMView Pro and drag the image through the window if it is larger than the current PMView Pro window.



**Selection** - This will allow you to select specific portions of the message for cropping, etc.



**Preferences** - This button will display the Preferences notebook of PMView Pro, allowing you to adjust the various settings within the program.



**Help** - Quick and easy access to a complete help file that can answer just about any question you have about PMView Pro.

## Image Manipulation

Now, let's dig into a few of the features that make PMView Pro a must have image management tool. In this guide, we will give general examples of what can be done, along with references to the help file for more in depth information about settings and techniques discussed.

### Create a Transparent Background

Not all image formats support a transparency setting, but the most common GIF is the most common web format using transparency. In order to set transparency in these images, you will first need to set the image to 256 colors using Color->Convert->Indexed 256-color. You should now be able to view the colors used in the image by selecting Color->Edit Palette. The color in the top left corner is considered the 0 index, and the bottom right color is 255. By default, the 0 index is used for transparency. If this is not the color you would like to be transparent, use the palette editor to locate and note the index of the color that you want to be transparent.

Once you know the index number of the color you would like made transparent, select File->Save As... Select GIF as the file format and select 'Options'. On the options menu select 'Transparent Color Index' and enter the number for the

desired color if necessary and select 'OK'. Now you only need to name the file and click 'Save' to create a transparent background for your image.

### **Capturing Images & Screenshots**

Another sign of PMView's versatility is the Screen Capture utility. Using this feature you can quickly and easily capture entire screens, windows or selected areas of the screen.

To begin, select File->Capture->Setup... to make sure the settings will work for what you need to accomplish.

Settings on this menu are fairly straightforward and a matter of preference on your part. Once you have the desired settings, select 'OK' and return to the File->Capture menu and select the type of capture you want from the choices of Window (an entire window including borders, status bars, toolbars, etc), Window Interior (just the content of the selected window, not the containing program), Screen (the entire visible screen on your monitor) or Area of Screen which will turn your cursor into a selector that will begin highlighting when you left click. Once you select the type of capture and activate it using the key selected or after the delay, PMView will return to the screen with the captured image in the window. Now you can manipulate and save the image using PMView Pro.

### **Convert Images**

Using the Convert... menu from the File menu or the File Open Containers (FOC) popup menus can help you to easily and quickly convert images from one format to another. Add in the ability to use predefined scripts that can perform actions from setting file names and directories to performing filtering and other functions and the convert feature is made all the more powerful.

Let's walk through an example of converting an image from TIFF format to BMP format while converting the image to grayscale. We will do this from the File Open Container, but it can easily be applied to a single image that is already open by accessing the File->Convert... menu command. Also keep in mind that this can be performed on multiple images simply by highlighting more than one image.

We begin by selecting the desired image in the FOC and right clicking. From the popup menu we will select 'Convert'. You are now presented with the Convert dialog. This is where we will specify the desired changes.

**Script** - In the dropdown, you can select any script that you may have previously created, or create a new one. For this example, we will be creating a new script named Grayscale. Click 'New' and name your script, then from the Operations list, select 'Convert to Grayscale' and then Add that to the Scripts list. While there are no options for this script, if you were to highlight other operations inside the script list, the available options would appear below in the Parameters area of the dialog.

If you want to make this script available for future conversions, be sure to leave the box checked at the bottom of the dialog to 'Include on QuickScript menu' before selecting OK.

**Output Format** - Here you should select the format that you want your image(s) converted to. In this example, we are converting to BMP, so the 'Options' button is available. Depending on the format you choose, you will be able to set the parameters for that format via the Options button the same as you would during the PMView Save operation.

**Output Directory** - Use this dialog to set the directory that the converted images should be saved to.

**File name** - PMView will automatically insert the existing file name and the extension selected in the Output Format dialog, but you can manually edit the file name here.

**If file exists** - By selecting 'Ask', you will be prompted with the Confirm File Replace dialog. The dialog will show you file information and thumbnails of the source and existing target file and let you decide what to do. 'Replace' will overwrite the existing file and 'Skip' will not perform any action if the target file already exists. 'Rename' will save the target file by appending a number to the target file name.

You can also select 'Delete Original' to completely remove the original file from your system.

Selecting Convert will begin the conversion in the background, allowing you to continue doing other things with PMView Pro. You can now use the script that you created from the FOC or as a startup option using Command Line Parameters.

### Create a SlideShow

## Getting Started with PMView Pro

With the slideshow feature of PMView Pro, you can put together and save slideshows of your images.

To begin, select the File->Open command from the PMView Pro main window. Highlight the files that should be included in the slideshow and drag them into the main PMView window. Now that you have the images inside of the main PMView window, 'Cancel' the FOC window and you can begin working with the slideshow images. Each file has its own settings that determine how long it should be displayed as well as an area for notes that should be displayed on screen with that specific image during the slideshow. You can access these settings from the popup menu when right-clicking on the individual images and selecting Settings...

Once you have adjusted the settings for each image, select File->Save as... to save the slideshow. Note that the images included in the slideshow are included by reference only, so if you move the images, the slideshow will not operate correctly any longer.

Now, to begin playing the slideshow, select View-> Show-> Controller from the main window. You can toggle the display of the controller anytime by using Alt+C shortcut keys. Another way to start the slideshow would be right-clicking inside the PMView main window, but not on any of the images, and selecting Run All. Once the slideshow is running, you can use the Space Bar to advance through the images manually.

### Printing Images

While your printer will ultimately determine the printing quality and options available, PMView makes getting the image to your printer as easy as possible.

When you select Print from the File menu, you are presented with the Print dialog which lays out the various options available for printing. The first option is the size of the image that should be printed. Three of the options will automatically adjust the image and the last two allow you to input your own size options; all with instant preview of what the image will look like on the printed page(s).

Once you have adjusted the size of the image itself, you can adjust the size of the page margins. This is option is adjustable only to the limits of your printer. The default margins that appear are the minimum available for the selected printer. In addition to the controls on the left, you can use your mouse to drag the margins in the preview image on the right. Just click and drag the dotted lines that surround the image to adjust the margins.

The next set of controls include the page orientation options that allow you to print the image horizontally or vertically on the page. You can also set the range of pages to be printed should your image stretch across 2 or more pages.

The last set of options allow you to select different printers that are installed on your system, set the unit of measurement used to display previous settings.

The Gamma option allows you to adjust the brightness of the image on the printed page. This adjustment will not be visible in the preview, but will improve the quality of some images. Setting the gamma below one will result in a darker image and above one will result in a brighter image.

## More Help and Information

In addition to this file, you can find a wealth of information about PMView Pro and its features at <http://www.pmview.com>

You can contact the support staff at [support@pmview.com](mailto:support@pmview.com) or visit our online forum at <http://www.pmview.com/forum/>

We also offer an in depth PDF reference file that explains in detail each feature of PMView Pro helping you to get the most out of the program. You can **license your copy of PMView Pro** online at:

<http://www.pmview.com/purchase/>

You can also view the online version of this file with screenshots and updated information at <http://www.pmview.com/gettingstarted/>

**Thank you for choosing PMView Pro!!**