

Photobookhouse Tips and Tricks

with Powerful Right click option

TIP 1 - Align Photos/Text on a page or spread

You can Align Lefts, Rights, Tops and Bottoms of multiple Pictures or Text boxes:

- Position 1 x Photo/Text box where you want it to be on the page - We will call this photo in position "A"
- Select the Photos/Text you want to align (to select multiple Text/photos, hold down the Control Key on your Keyboard and then click on the photos/text that you want to align)
- Whilst all the Photos/Text are selected, right click with mouse on the photo ("A") you want to align the other photos too and scroll to **align** to choose your alignment option.

TIP 2 - Make Photos the same size

You can make photos the same size either Horizontally, Vertically or both:

- Position 1 x Photo on the page and scale it to your expected size. We will call this photo "B"
- Select the Photos you want to scale (to select multiple photos, hold down the Control Key on your Keyboard and then click on the photos that you want to Scale)
- Whilst all the Photos are selected, right click with mouse on the photo ("B") you want to scale the other photos to and scroll to 'Make same size' to choose your scaling option (Horizontal, Vertical or both).

TIP 3 - Space your photos equally on the page

You can space your photos to have equal spacing or no spacing:

- Position all your Photos on the page and align, scale where necessary
- Select the Photos you want to space (to select multiple photos, hold down the Control Key on your Keyboard and then click on the photos that you want to Space)
- Whilst all the Photos are selected, right click with mouse and scroll to 'spacing' to choose your scaling option (Horizontal, or Vertical).

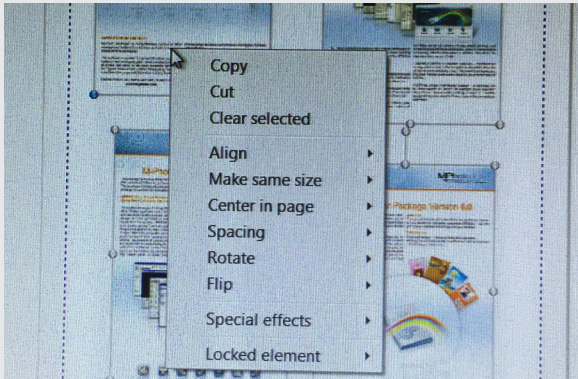
TIP 4 - Centre a single image or multiple images on a Page/Spread

- Select the Photos/Text you want to centre (to select multiple Text/photos, hold down the Control Key on your Keyboard and then click on the photos/text that you want to centre)
- Whilst all the Photos/Text are selected, right click with mouse on the photo/s you want to centre and scroll to 'Centre in page' to choose your centring option.

TIP 5 - Adjust Opacity of a Photo

You can adjust the opacity of photos giving it a "watermark" effect

- Select the Photo you want to adjust
- Whilst the Photo is selected, right click with mouse on the photo and scroll to 'Special Effects - opacity' and move the slider to get your desired effect.



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