

Creating a Digital Story With Photostory 3 for Windows

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OPENING PHOTOSTORY

1. Start
2. Programs
3. Accessories
4. Photostory
5. Select "Begin a new story"
6. Next



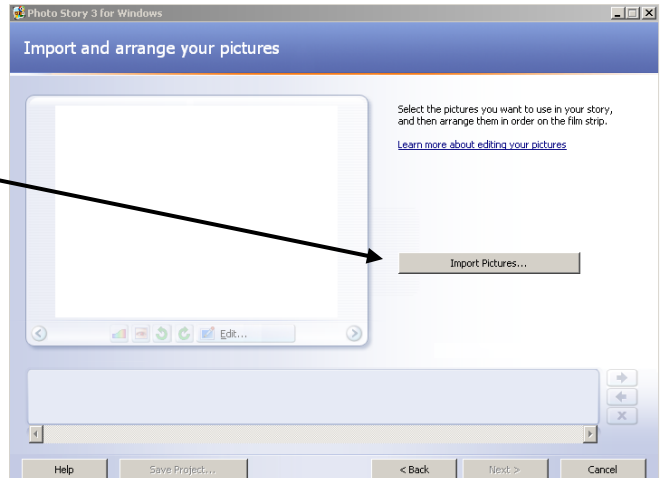
When returning to a project select
"Edit a project button"



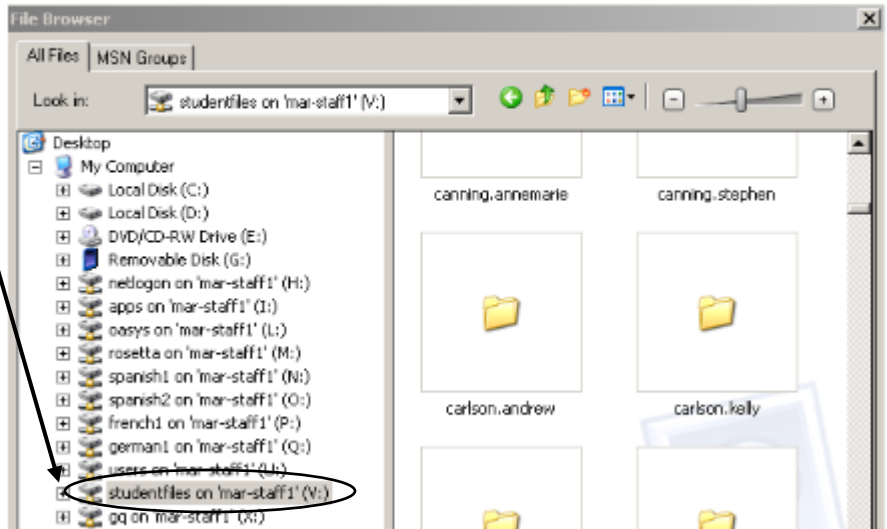
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IMPORT & ARRANGE

1. Click on **Import Pictures...** button



2. Locate studentfiles on... (V:)



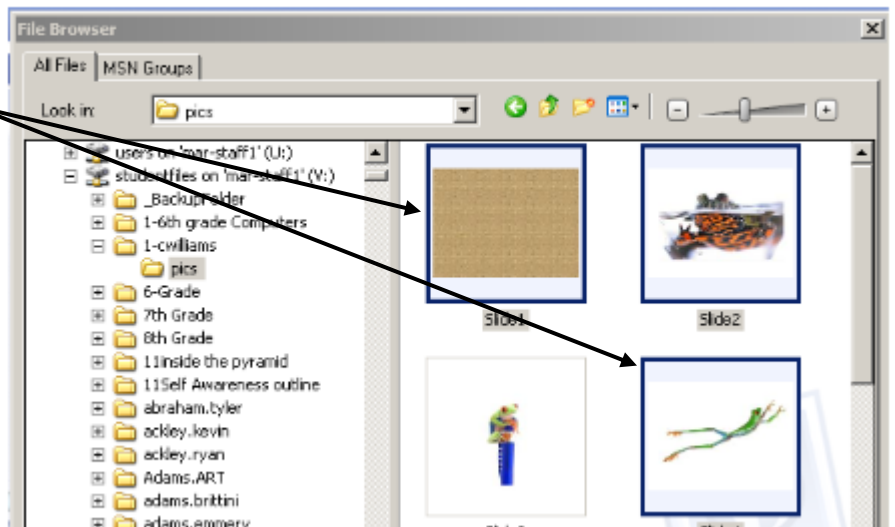
3. Open **your own folder** on the V:drive

4. Open your picture folder

5. Hold Control key down and click on pictures you want to include in your Photostory

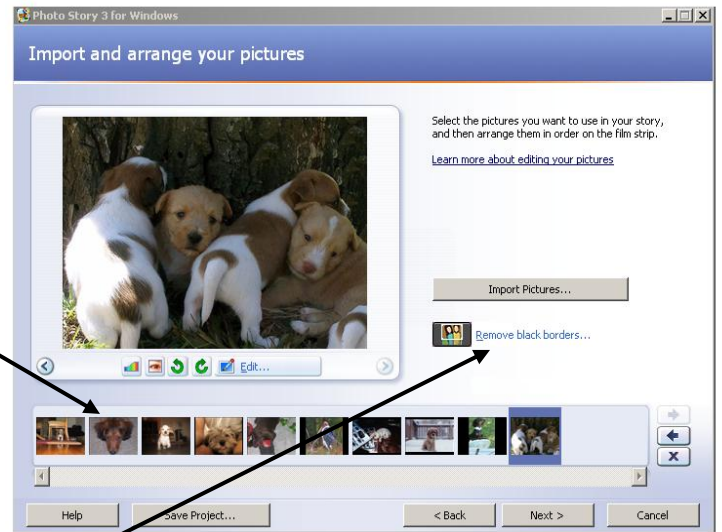
6. Click OK

7. Photos will automatically load into Photostory



IMPORT & ARRANGE





8. Arrange photos in order by clicking and dragging them to the desired location




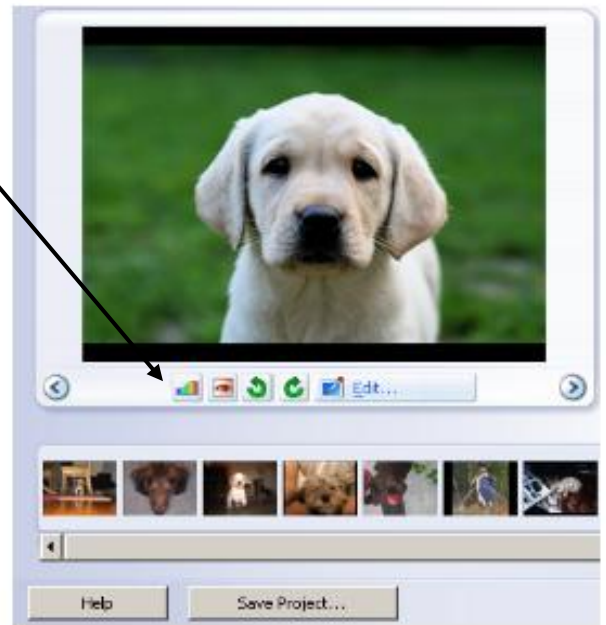
OPTIONAL:

9. Remove black borders from pictures
10. Do this for each picture individually if desired

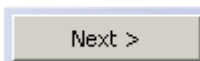
10. Edit &/or Add Effect click on icons below displayed picture

-  Correct color levels
-  Correct red eye
-  Rotate counterclockwise
-  Rotate clockwise

 Edit... Edit pictures: crop, add effect,



Click



to advance to **“Adding Titles.”**

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ADDING TITLES OR TEXT

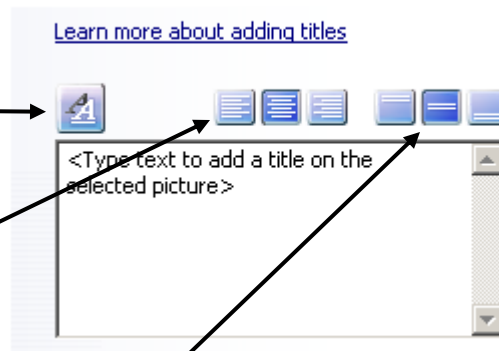
1. Select a picture from the film strip to add text.



2. Type text in window for each desired picture



3. Format text
 - a. Font
 - b. Font Style
 - c. Size
 - d. Text Color

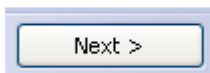


4. Align text
 - a. Left
 - b. Center
 - c. Right
 - d. Top
 - e. Middle
 - f. Bottom

5. Do this for each desired picture by selecting it from the film strip below



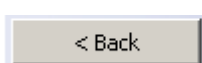
Click



to advance to "Narrate pictures & Customize Motion"



Click



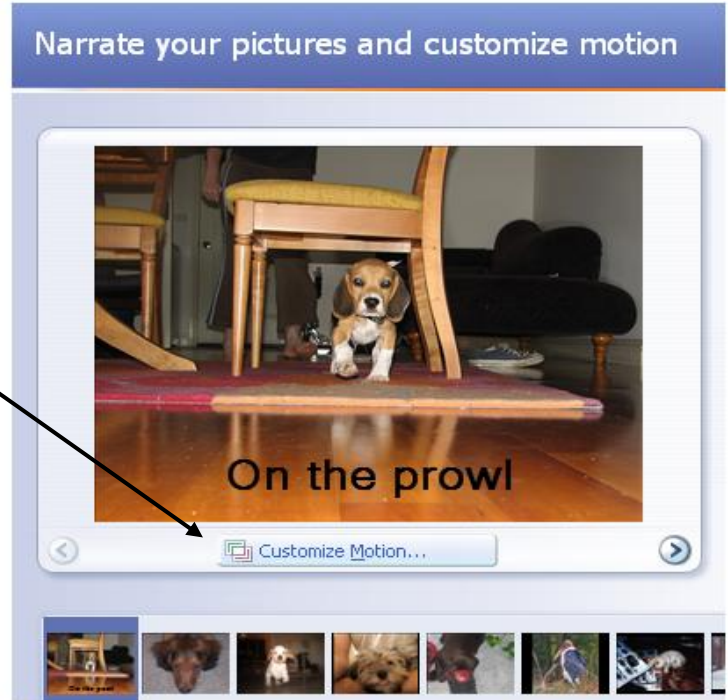
to return to a previous action.

CUSTOMIZE MOTION

MOTION & DURATION

1. Select a picture from the filmstrip at bottom

2. Select 



3. Select "Specify start and end position of motion"


4. Size & position box on start photo

5. Size & position box on end photo

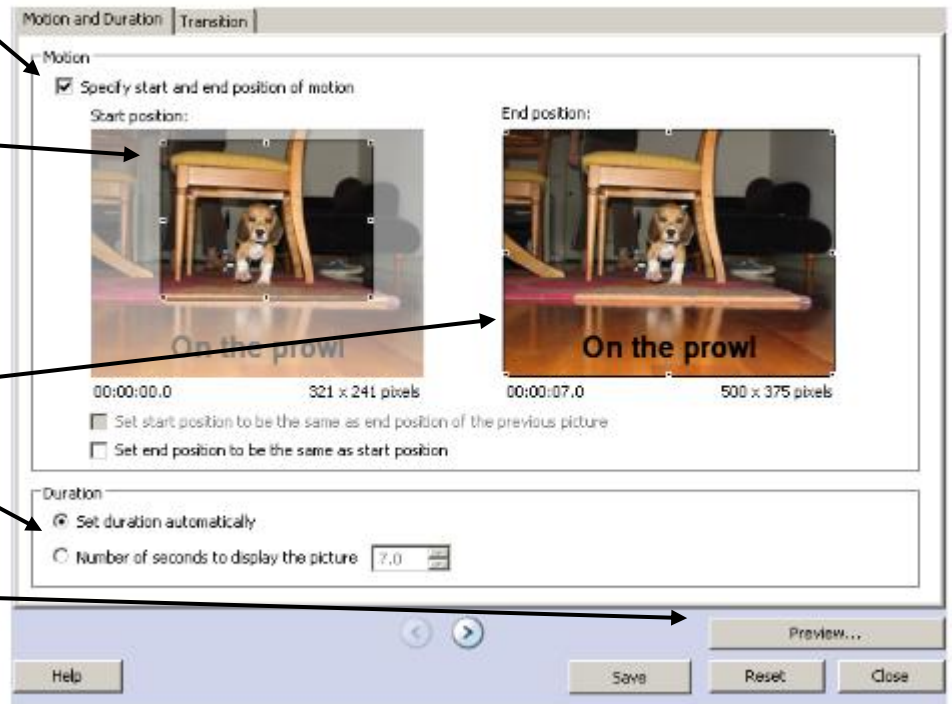
6. Choose automatic duration or specify the number of seconds

7. Click "Preview"

8. Save when satisfied with Customized motion

9.  to go to next slide

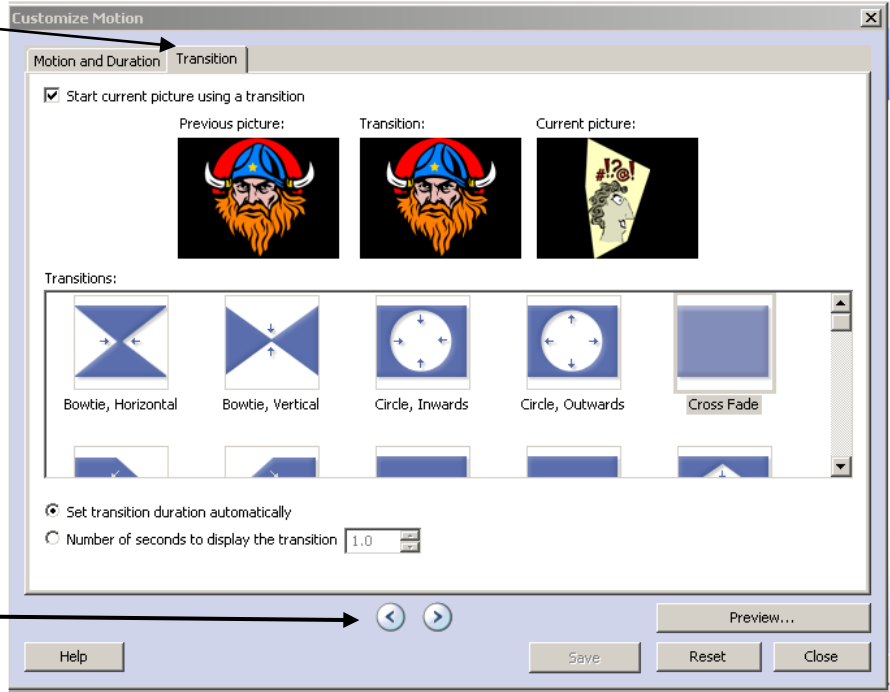
10. Or Close to move on to next stage



SLIDE TRANSITION

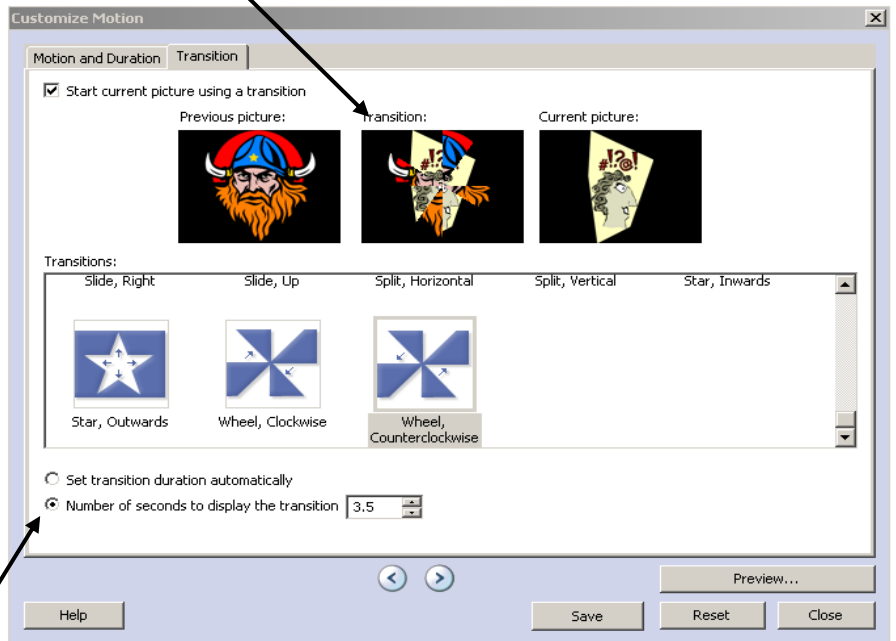
TRANSITION TAB

1. Select Transition tab



2. Select the slide the transition is to begin using the arrows

3. Select desired transition from the available choices
4. Preview of the transition will automatically start



5. Length of the transition time may be set automatically or customized
6. SAVE
7. CLOSE

NARRATION


NARRATING SLIDES



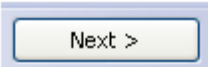
1. Type in notes as a script for yourself

2. Click on the record button  and begin speaking

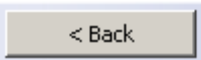
3. Click on the stop button  to end recording

4. To erase and try again click on the  button.

5. Repeat for **each slide** you want narration.

★ Click  to advance to **“ADD BACKGROUND MUSIC.”**

OR

★ Click  to return to a previous stage

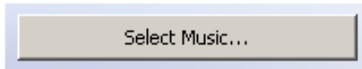
ADD BACKGROUND MUSIC

SELECT MUSIC

1. Select a picture from the filmstrip where you want the music to start playing.



2. Select



3. Click on the down carrot
4. Select studentfiles (V:) drive in Look in: window.

5. Select **“Backup Folder”**

6. Select **“C Williams”**

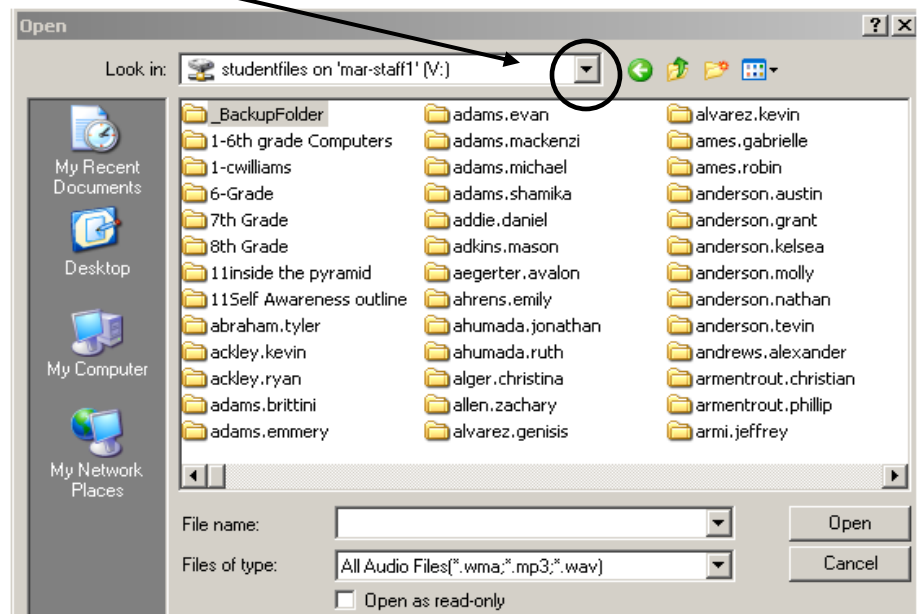
7. Select **“Music Clips”**

8. Open any of the following folders
 - ◆ **After Class** (instrumental)
 - ◆ **Homespun Songs of the C.S.A.** (vocals)
 - ◆ **Homespun Songs of the Union Army Vol. 1** (vocals)
 - ◆ **Hues of Blues and Greys** (instrumental)

9. Select desired song

10. Click “Open”

11. To **add more music**, select another slide and repeat steps 1-10.



OR

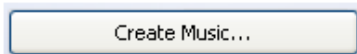
ADD BACKGROUND MUSIC

CREATE MUSIC

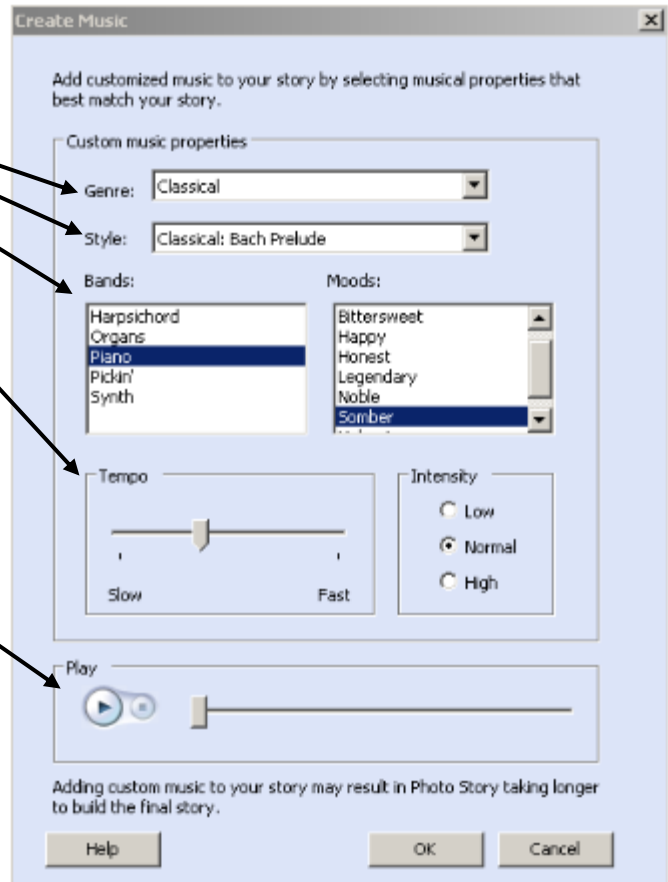
1. Select a picture from the filmstrip where you want the music to start playing.



2. Select



3. Choose from Genre, Style, Bands, Moods, Tempo, Intensity

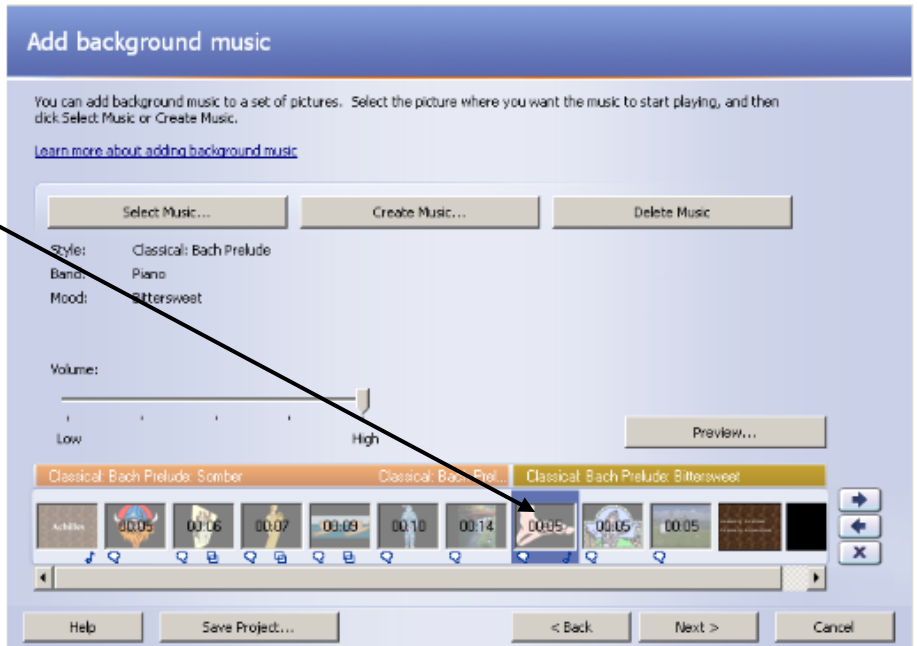


4. Preview music by selecting Play button
5. Click on "OK" when satisfied with music.
6. Music will fill in to the last slide.
7. To **add more music**, select another slide and repeat the process.

DELETING MUSIC

DELETE MUSIC

1. Select a picture the music is connected to.

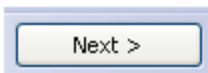


2. Click on “Delete Music” button

3. Remaining Music will fill in to the end of the story.



Click



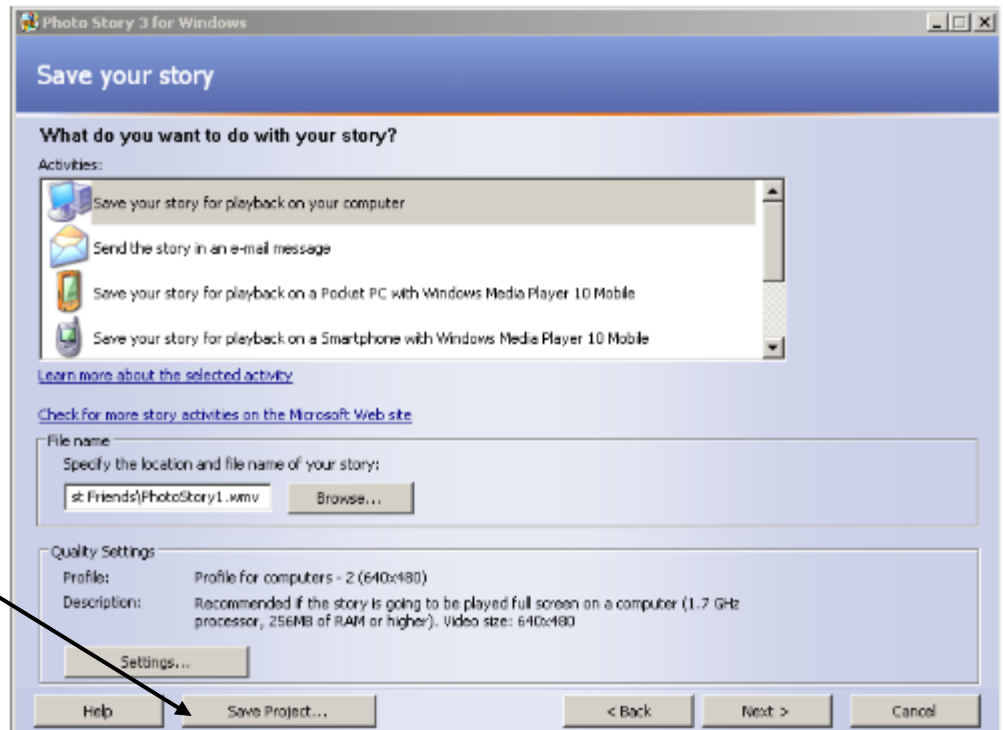
to advance to “Save Your Story” and finalize your project.

SAVING YOUR PROJECT

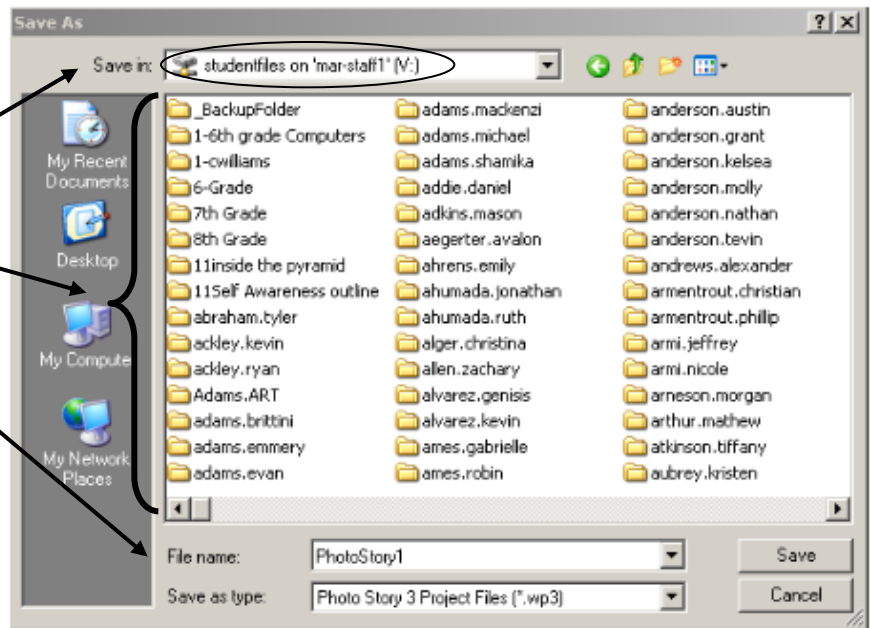
Saving Project

Saving the project enables you to return to the story and edit any part of it.

1. Select "Save Project" button.



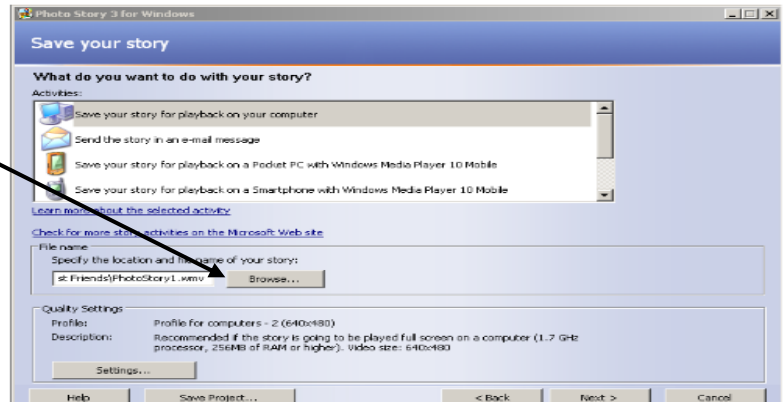
2. Select "studentfiles on .. (V:)"
3. Open own folder
4. Name your project
1st initial + last name
5. Save



FINALIZING PROJECT TO MEDIA PLAYER

6. Repeat steps for **SAVING PROJECT** on page 11

7. Select "**Browse**" button

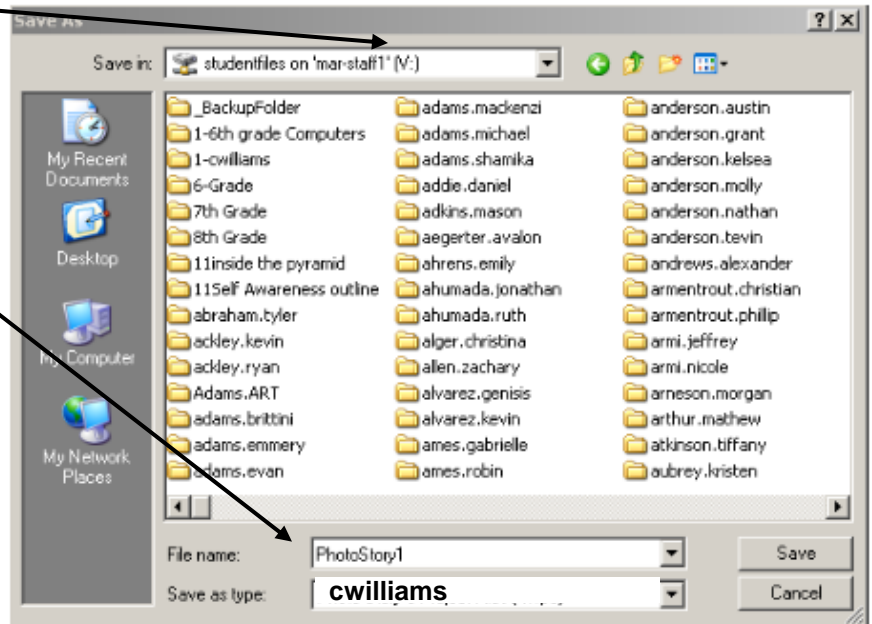


8. Select "studentfiles on .. (V:)"

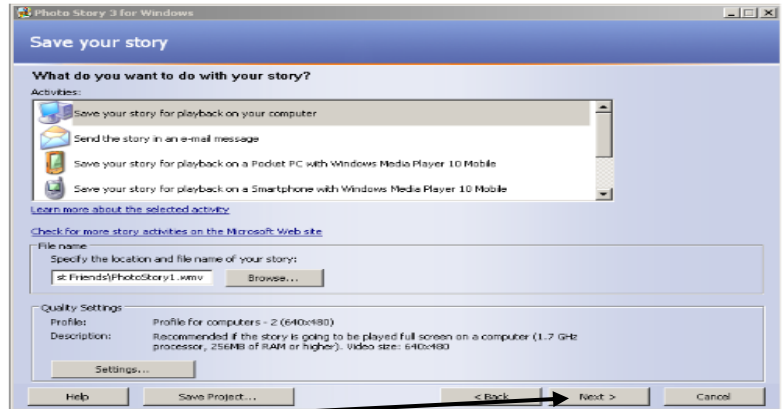
9. Open own folder OR
Teacher folder

10. Name your project
1st initial + last name

11. Save

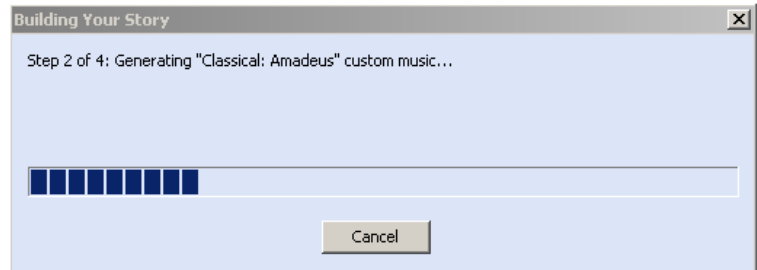


FINALIZING PROJECT TO MEDIA PLAYER



12. Select “Next” button and project will be finalized and rendered into a Windows Media Player video clip.

13. Building Your Story will begin



14. When completed

“View your story”

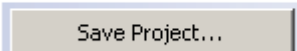
OR

Go back and edit story

OR

Exit



SAVE PROJECT FREQUENTLY. You may do this anywhere along the way by clicking on the  button.