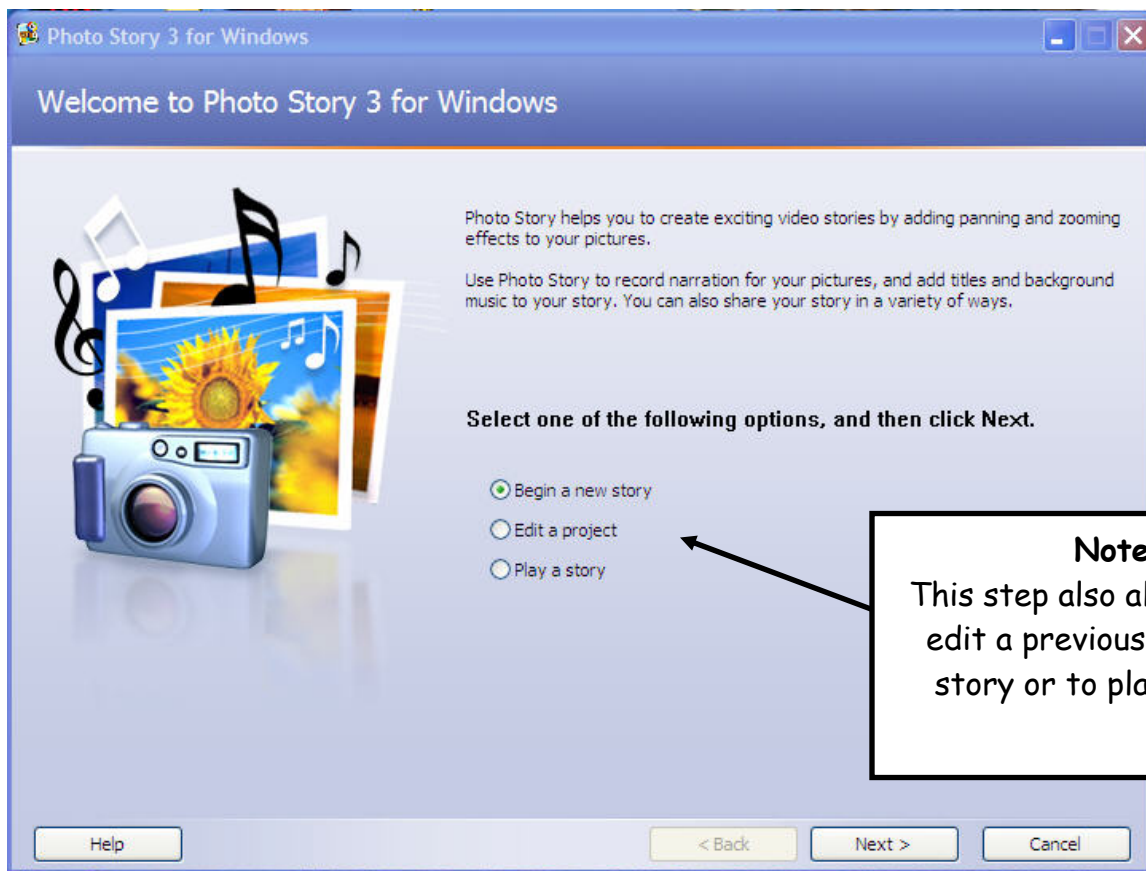


# Microsoft Photo Story 3 Tutorial

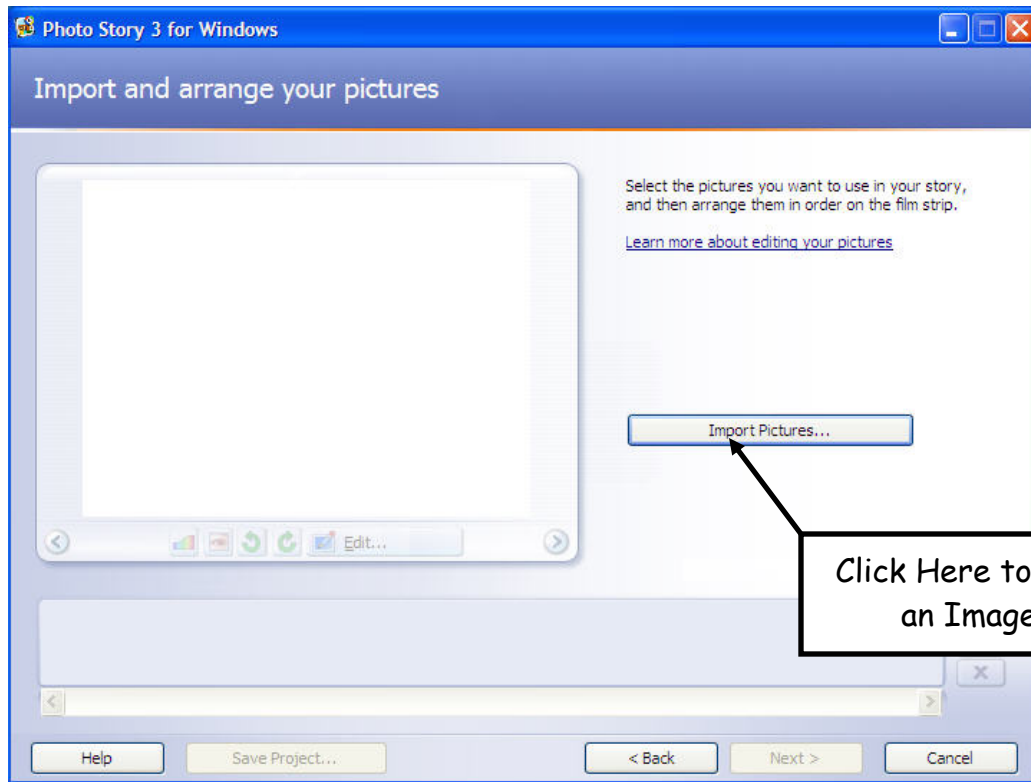
## Step 1: Beginning a New Project

1. Open Photostory 3 for Windows
2. On the welcome page, click **Begin a new story**, and then click **Next**

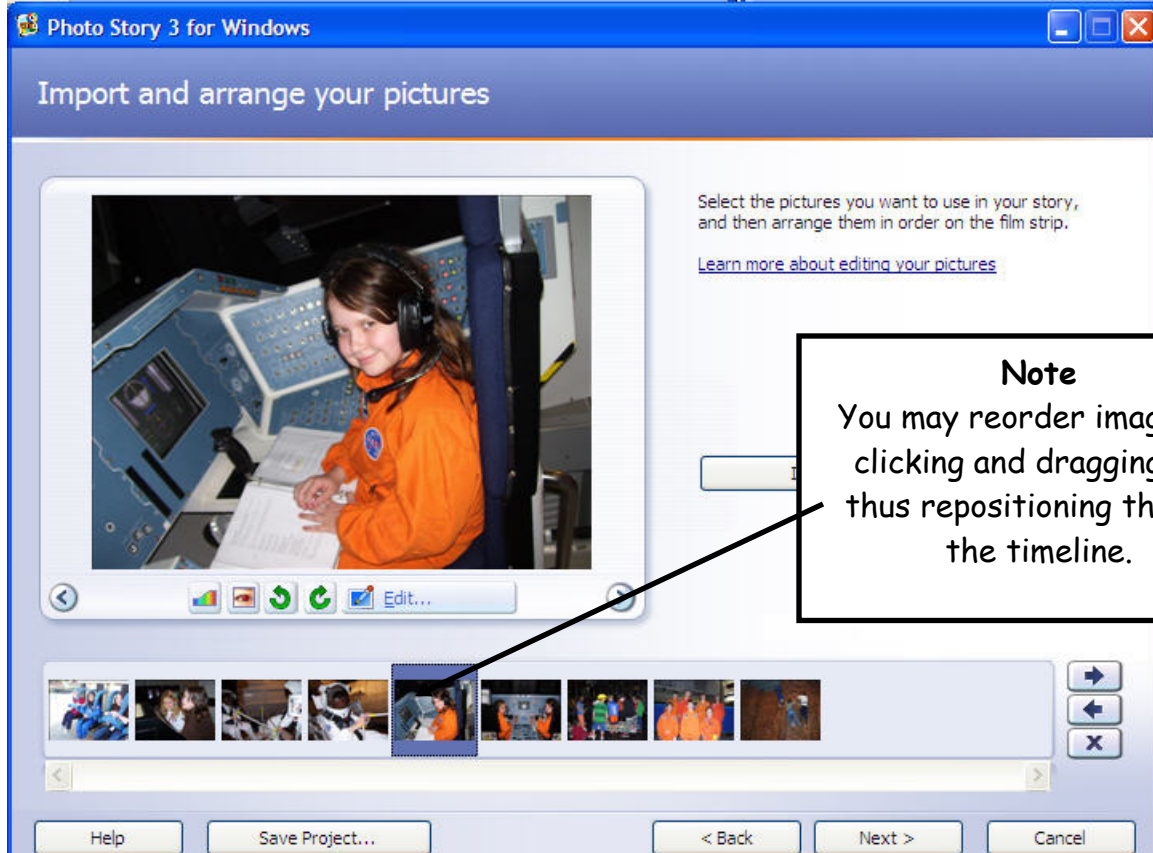


## Step 2: Import and Arrange Pictures

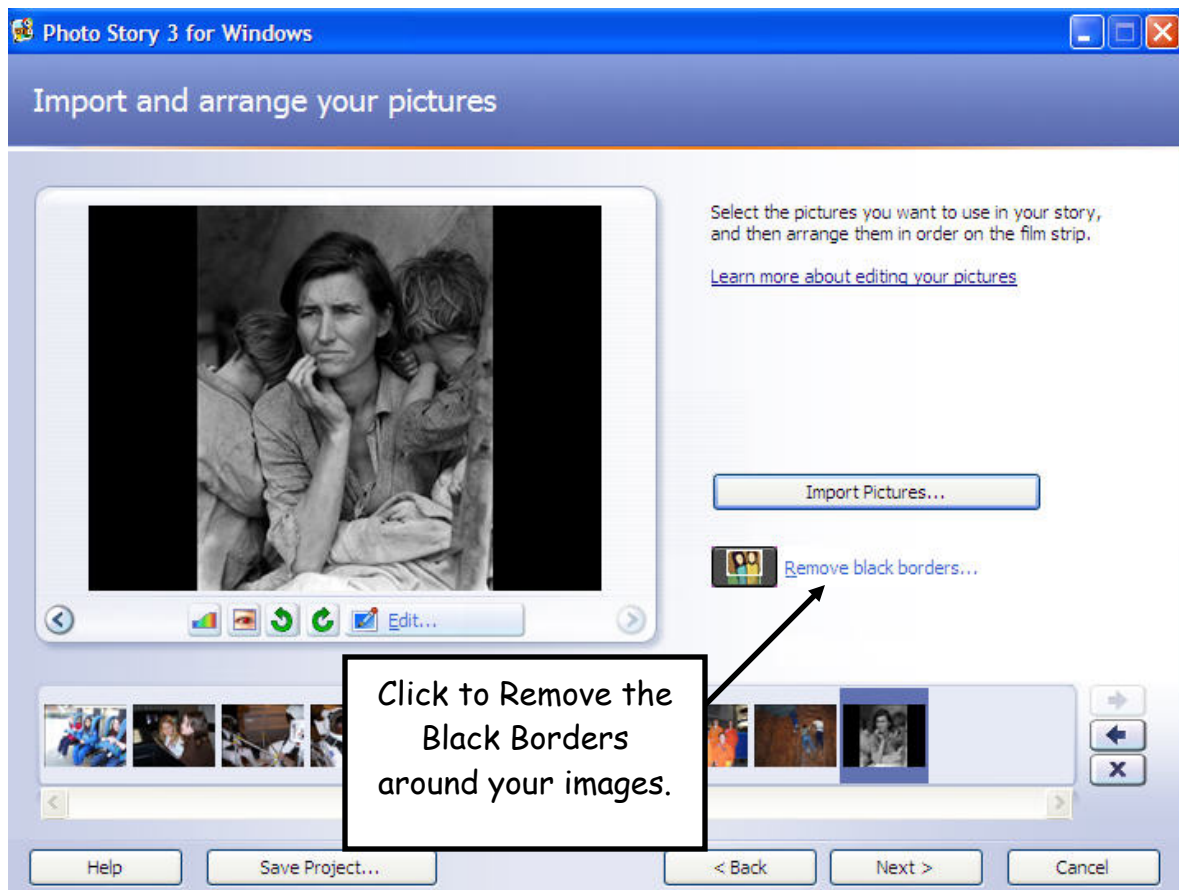
3. Click **Import Pictures**. Locate the folder where your pictures are located. For each story, you can import up to 300 pictures, which can be files with .bmp, .gif, .jpeg, .jpg, .pcx, .png, .tif, (and many more).



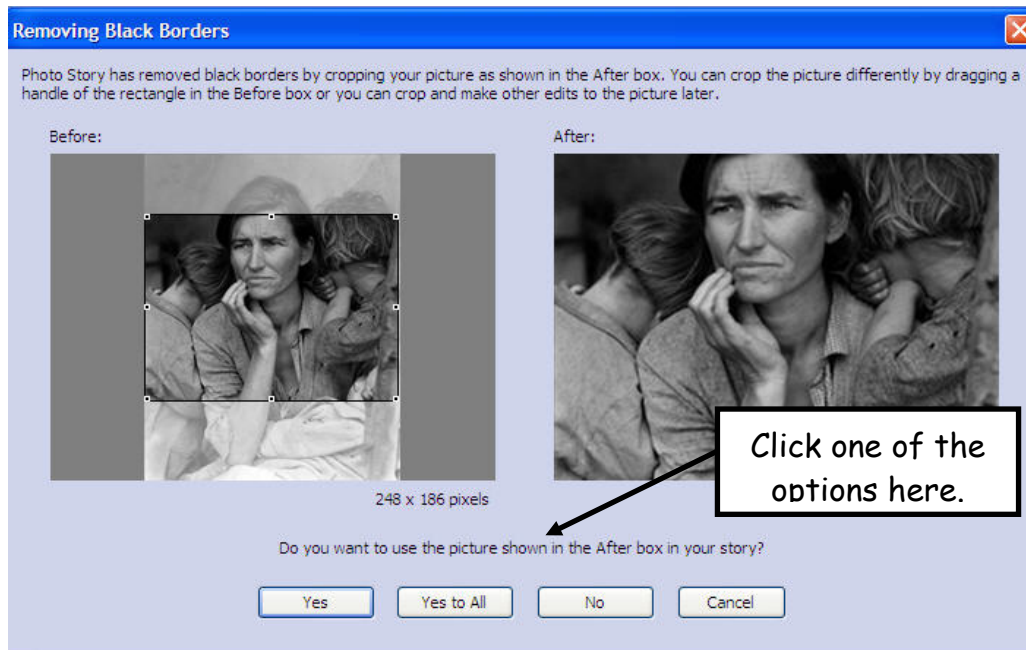
4. Add as many pictures as you need by clicking Import Picture each time a new picture is to be added.
5. Your images will be placed in a timeline at the bottom of the Photostory Screen.



6. Once the order of the pictures has been determined, you have the option to remove the **black borders** of your images. *This feature is available if Photostory detects that your pictures do not have a 4:3 aspect ratio (the relation of the width to the height of the image) and should be used to make your "story" more polished.*



7. Photostory will make a "best guess" as to what it thinks is the best fit for your image but you can control this feature and crop to your own specifications by dragging a handle of the rectangle in the Before box or you can crop and make other edits to the picture later.

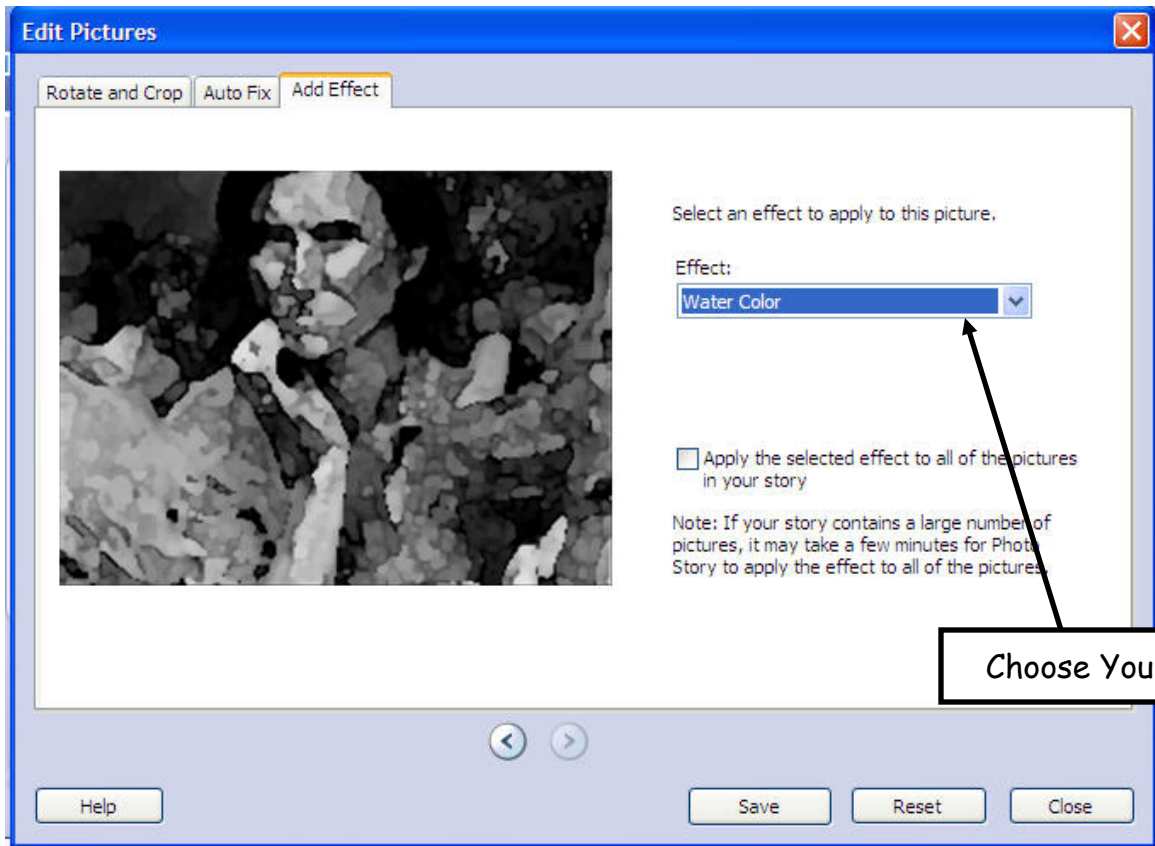


### Step 3: Editing Images

8. The next step is to **edit** your images (if necessary). Photo Story allows you to rotate and crop, adjust color levels, remove red eye, and adjust contrast.



9. You can also add an **Effect** to your image by clicking on the Edit button and Add Effect. The effect options are: None, Black and White, Chalk and Charcoal, Colored Pencil, Diffuse Glow, Negative, Outline - Black, Outline - grey, Sepia, Washout, and Watercolor.



#### Step 4: Adding a Title to Your Images

10. Click on the slide that you want to add text. Type your text into the window. Use the tools to change your font, font size, font color, and the position of your text on the slide.

Photo Story 3 for Windows

Add a title to your pictures

**NASA SPACE CAMP**

Effect: (none)

You can add text on a picture to create a title for your story.

[Learn more about adding titles](#)

NASA Space Camp

Change font characteristics and positioning

Type your text in this space.

**Note**  
Effects can also be accessed here.

Help Save Project... < Back Next > Cancel

Font Formatting Options

Font

Font:	Font style:	Size:
Allstar	Bold	22
AbcKids	Regular	16
Action Is, Shaded JL	Italic	18
Agency FB	Bold	20
Algerian	Bold Italic	22
Allegro BT		24
Allstar		26
AlternateGothic2 BT		28

Effects

Strikeout

Underline

Color: Maroon

Sample: AABBYZZ

Script: Western

OK Cancel

## Step 5: Narration and Customizing Motion

11. Photo Story allows the user to add narration to each individual slide as well as customize motion by adding transitions, pan and zoom effects, and set the amount of time for each image to appear in the story. To **record sound**, insert your microphone into the proper ports in your computer. Select the image you want to record sound on. Click on the record sound button. Record your narration. Click on the stop button. Press the preview button. If it is acceptable click another image to add narration to. When finished - click NEXT.

The screenshot shows the 'Photo Story 3 for Windows' application window. The title bar reads 'Photo Story 3 for Windows' and the main header says 'Narrate your pictures and customize motion'. The interface includes a large preview window showing a photo of two women, a film strip at the bottom with a selected slide, and a control panel on the right. The control panel features a red record button, a square stop button, a circular undo button, a timer showing '00:00 Stopped', and a microphone icon. Below these is a text area for notes: '<Type notes here to aid your memory as you narrate this picture.>'. A 'Preview...' button is also present. At the bottom of the window are buttons for 'Help', 'Save Project...', and '< Back'. Five callout boxes with arrows point to specific UI elements:

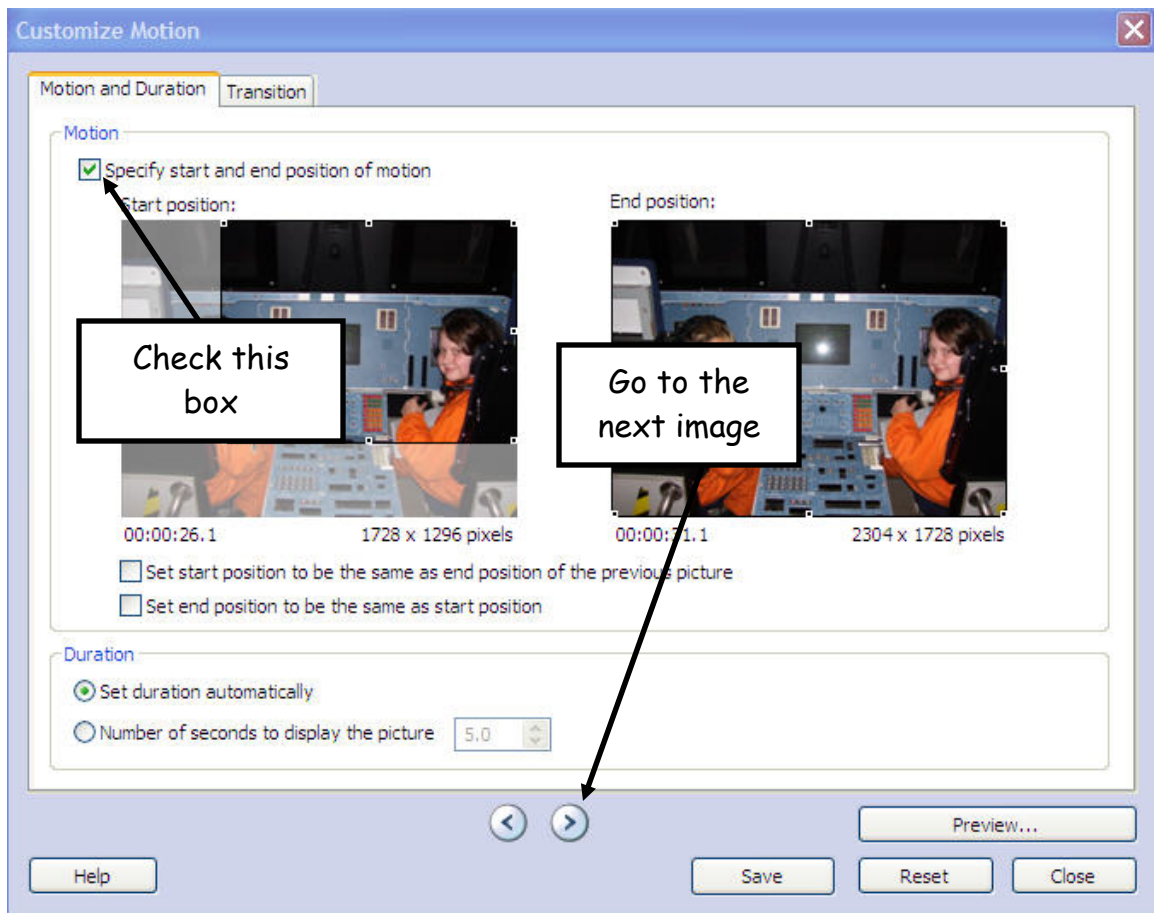
- Step 1:** Select the image that you wish to record information on (points to the selected slide in the film strip).
- Step 2:** Click this button to begin recording. Record. (points to the red record button).
- Step 3:** Stops recording narration, (points to the square stop button).
- Step 4:** Preview your slide and recorded narration. (points to the 'Preview...' button).
- Step 5:** Removes recorded narration (if necessary). (points to the circular undo button).

12. To customize motion, click on the image in the timeline that you wish to add motion. Click on the *Customize motion* button beneath the picture.

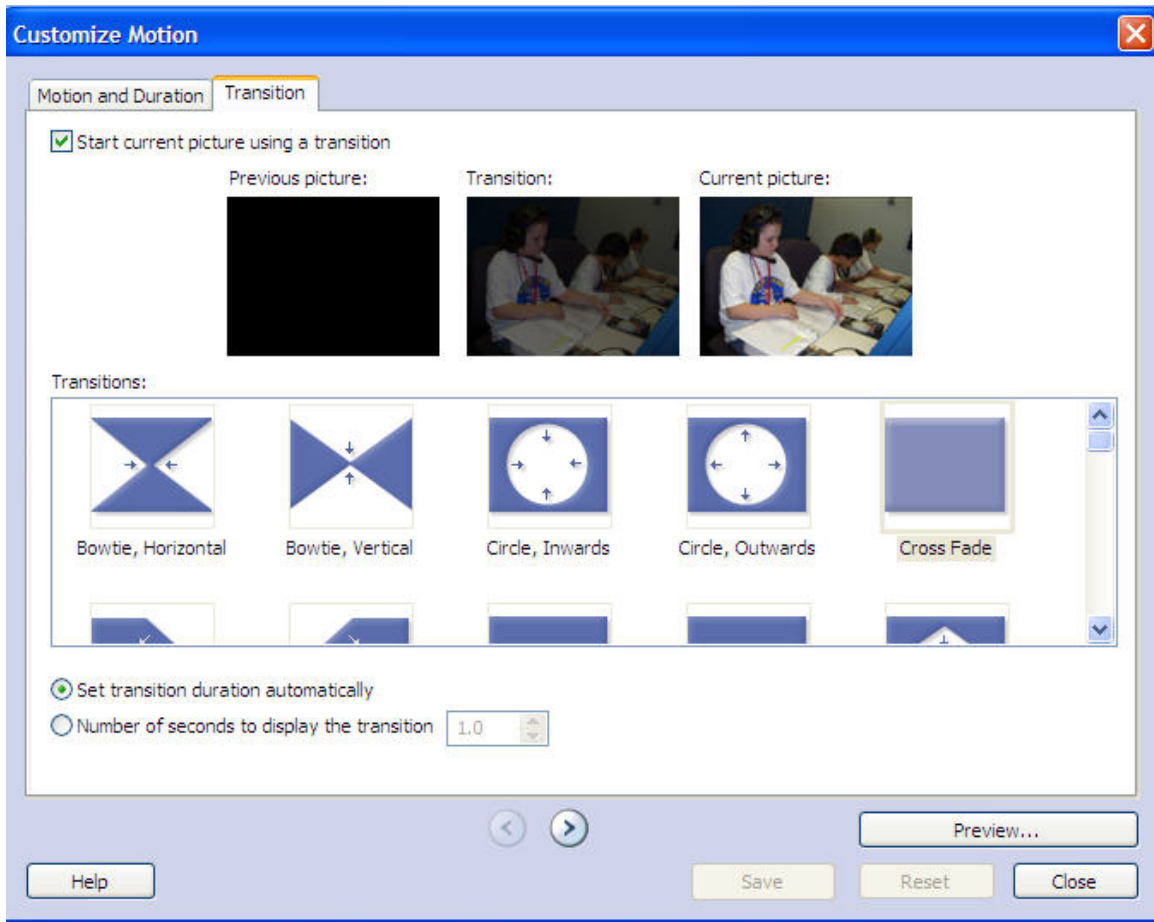


13. The program defaults to the **Motions and Duration** Tab. This will allow you to see pans and zooms. Check the **Specify start and end position of motion** box. Handles will appear in both the Start and End position. Use the handles to position the images for the desired effect.



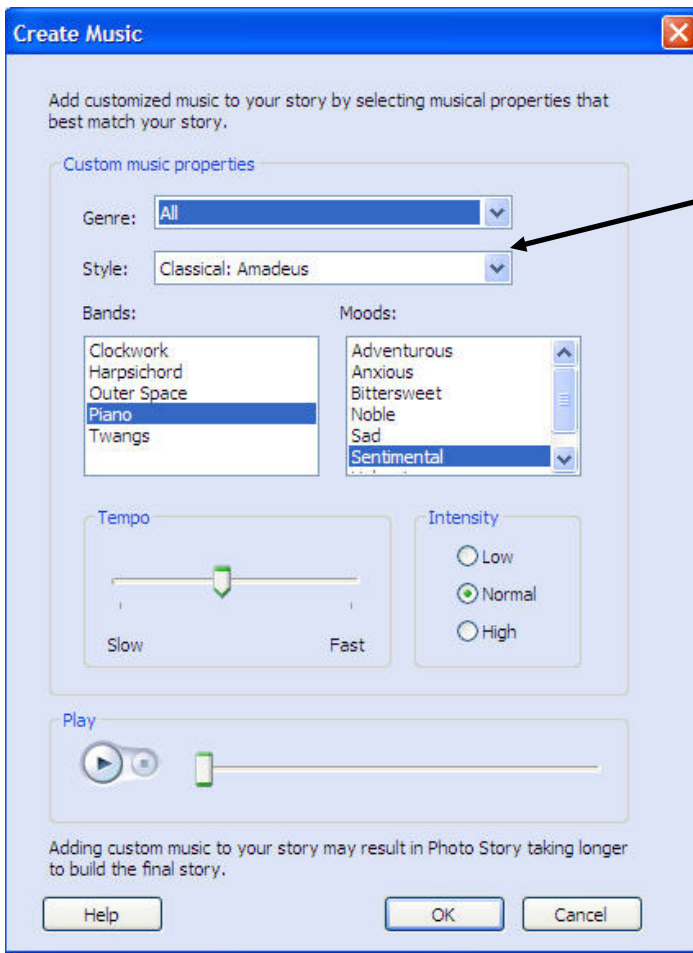


14. Preview the effect and then save. Use the arrow to move to the next image.
15. Another feature of Photo Story is the ability to add **transitional effects** between images. Cross dissolve is the default setting for this feature. Click the **Transition** tab across the top (next to the Motion and Duration tab). The program displays the previous picture and the current picture with the effect in between them. Use the scroll bar on the right side of the window to select and preview a transition. Click **Save** and then **Close** when you are done. Repeat as often as necessary with images.



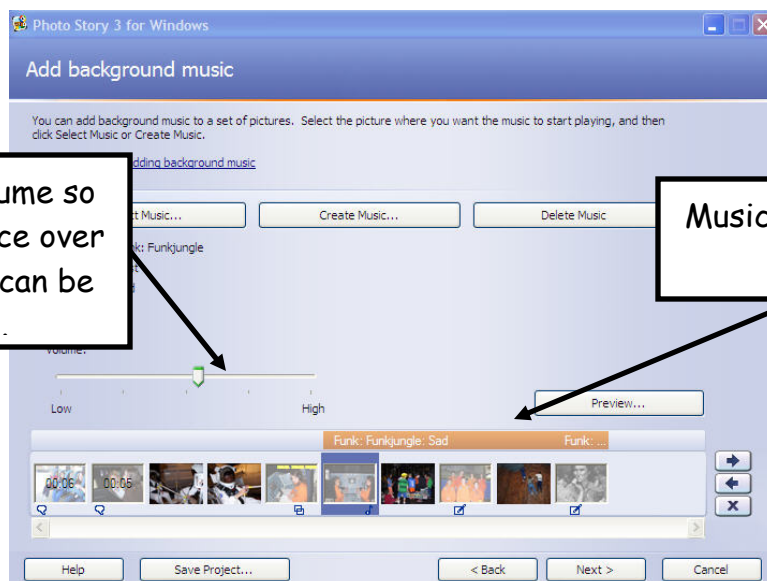
## Step 6: Add Background Music

16. Click either the **Create Music** button or the **Select Music** button. The **Create Music** button allows the user to use music already in Photostory. The **Select** button allows the user to select a music saved from an outside source.
17. To **Create** music use the pull down menus to select from different genres, styles, moods, and bands. Controls for tempo and Intensity are available. Preview the music before including it into your story. If it is acceptable, click **OK**. The music will load into the track. You may have to adjust the volume of the music track.



Use the drop down menus for your selections.

18. To add more music tracks, select another image in the timeline and repeat the process. Photo Story will “drop” the level of the first music track to transition to the next one. When done, click **Next**.

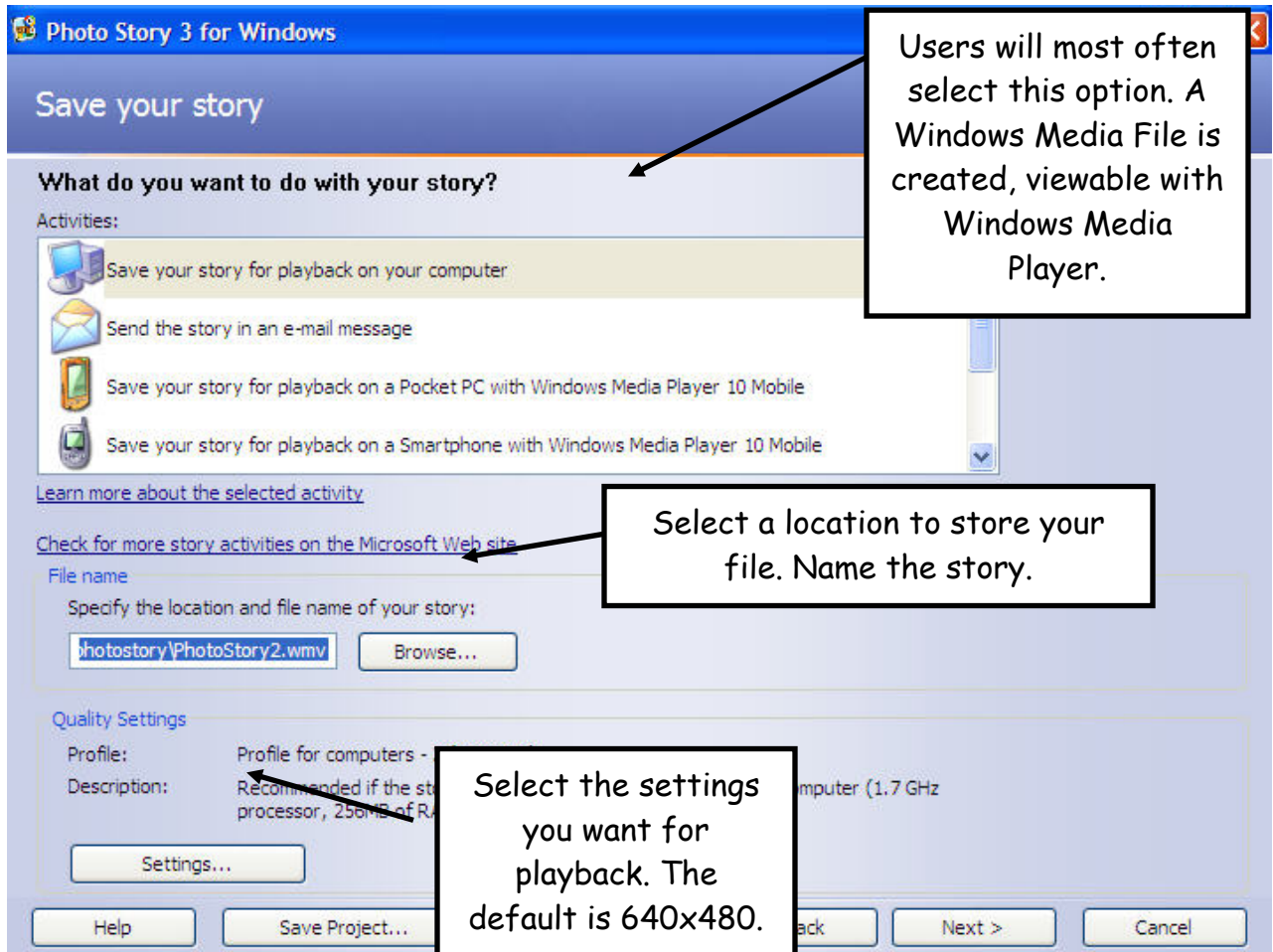


Set the volume so that the voice over recordings can be heard.

Music appears here as a gold bar.

## Step 7: Save Your Photo Story

19. To **complete** your movie select the location of the completed movie. Click next. Your movie will be "built." Photostory will ask you if you want to view your story or create a new story.



**You are finished creating a Photo Story!**

