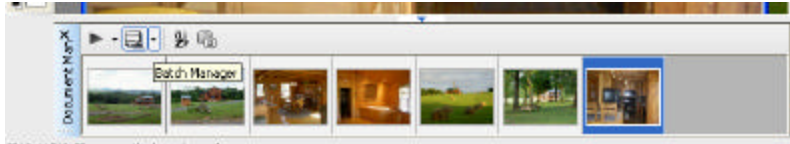
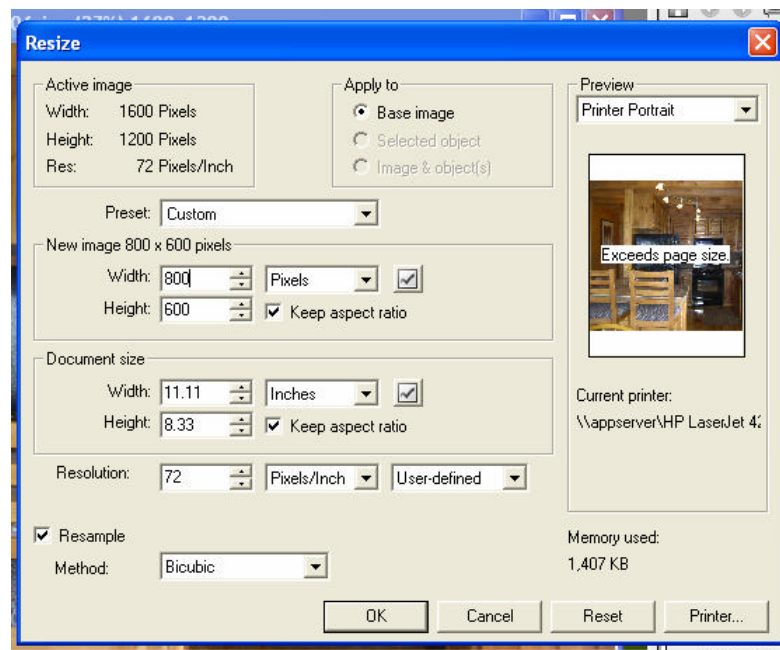


## Batching Photos in Photo Impact 12 – Resizing Photos

1. First, we recommend copying your entire image folder and leave your originals untouched. It is easy to make a mistake and save over your original files.
2. Open Photo Impact 12
3. You can open all of your images at once by going to File, Open and selecting all of your images. You can select ALL images by holding down the Shift key and clicking the first image, then the last image. Or, you may select multiple images by holding the Ctrl key and clicking each image.
4. After all of your images are opened, a Document Manager tool will appear at the bottom of your page, as shown here:



5. It is best to batch vertical photos in one group and horizontal photos in another. Select the photos you would like to batch in the list in Document Manager. You can select ALL images by holding down the Shift key and clicking the first image, then the last image. Or, you may select multiple images by holding the Ctrl key and clicking each image.
6. After you select all of your images, use the Batch Manager icon pop up menu by clicking the arrow (as shown in the image above). Select “Adjust” then “Resize” and the window below will appear.



7. In the “New Image” section, you may type in your size. A good size is 800 width by 600 height (or vice versa if your photo is vertical). Make sure you choose “Pixels” instead of “Percentage”. Then, click OK.
8. You will see all of the photos change sizes.
9. After they are sized, make sure all of the images are still selected in the Document Manager at the bottom of the screen. Then, use the Batch Manager button (the same one as earlier) to select “File” then “Save As”. If you did not copy your entire image folder earlier, we recommend saving the photos to a new folder so you can keep the original images.
10. After you have saved the images, use the Batch Manager button to select “File” and “Close Quickly”. This will help you from having to close each image individually. You will get an alert box about not saving, but you can click “Yes” and finish.