

# User Guide

(Updated 2001)



**ACDSee**™ **1.0**  
**Mobile for Windows® CE**

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## Table of Contents

ACD Systems at the Hub of Digital Imaging	1
Chapter 1 Introduction	2
Chapter 2 Setting Up ACDSee Mobile	3
System Requirements	3
Installing	3
Using Desktop Help Tools	4
Context-sensitive Help (What's This?)	5
Using Windows CE Help Tools	5
Using PDF Documents	5
ACDInTouch	7
Starting ACDSee Mobile for Windows® CE	7
Chapter 3 The Desktop Application	9
The User Interface	9
Adding and Removing Images	10
Adjusting Settings	10
Previewing Images	11
Cropping Images	11
Adding Descriptions	12
Exporting Images	12
Chapter 4 The Windows CE Application	14
The User Interface	14
The Browser	15
Folder Tree	15
File List	15
Browser Menus	16
The Viewer	17
The Image Editor	18
Options	19
Rotating and Flipping Images	20
Cropping	20
Renaming Images	20
Finding Images	21
Adjusting Levels	22
Image Properties	22
Resizing Images	23
Adding Text and Audio Annotations	23
Sending E-mail	24
Sending and Receiving via Infrared	25
Creating a Slide Show	25

Appendix 1: Supported Image Formats	27
Appendix 2: Contacting ACD Systems	28
Contact us by mail at:	28
Technical Support	28

## ACD Systems at the Hub of Digital Imaging

Based in Victoria, British Columbia, Canada, ACD Systems designs, develops and markets digital imaging and corporate communications software that meets the needs of home and professional users. Over 24 million consumers and more than 33,000 corporate clients use our flagship product ACDSee(tm). To serve our global customers well, our Web content is available in 12 languages along with many of our products for PC and Macintosh®.

ACD Systems continues to capitalize on the explosive growth in the use of digital images via cameras, scanners, PDAs and the Internet. We have strong strategic alliances with value added resellers (VARs), original equipment manufacturers (OEMs), retailers, software publishers and distributors throughout North America and worldwide. Plus, our unique platform model and Software Development Kit (SDK) is available to third-party companies to develop their own imaging solutions that can be integrated with our software.

# Introduction

ACDSee Mobile for Windows® CE exports images from your computer to your Windows® CE device. Before exporting, you can add annotations, crop and resize images. Once on your device, you can organize and edit your images.

## ACDSee Mobile Applications



ACDSee Mobile contains a stand-alone computer application or plug-in that works with both ACDSee and PicaView. With the computer application you can:

- Crop images.
- Change dimensions.
- Specify image resolution.
- Add descriptions to images.
- Preview changes before exporting.

ACDSee Mobile runs on Windows CE devices where you can:

- Browse thumbnails of all images in a folder.
- View individual images quickly.
- Zoom and pan images to see details.
- Add text and voice annotations.
- Edit images with the Image Editor.
- Run slide shows.
- Beam and e-mail images via infrared.



# 2

## Chapter 2

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# Setting Up ACDSee Mobile

This chapter guides you through the installation process, provides information about minimum system requirements, starting the program after installation, launching from other applications, uninstalling, and keeping informed through the ACDInTouch service.

## System Requirements

ACDSee Mobile runs on computer systems meeting the minimum requirements specified below. For improved performance, we recommend a system that exceeds these requirements.

### Minimum PC System Requirements

- Windows 95/98/NT 4.0/2000/ME/XP
- 32 MB RAM
- Pentium class processor
- 2 MB hard drive space
- For the Plug-in version: ACDSee™ 3.1 or PicaView™ 2.0
- ActiveSync 3.1 is required for exporting images
- Microsoft® Internet Explorer 4.0

### Minimum Windows CE Device Requirements

- Pocket PC or Handheld PC 2000 devices
- Windows CE 3.0
- 925 KB storage space

## Installing

You can install from a CD or an executable downloaded from the Internet. The self-extracting installer

for ACDSee Mobile for Windows CE installs the computer software as well as the Windows CE application.

#### To install from a CD-ROM:

1. Insert the CD into the CD-ROM drive.
2. Click the Start button and click Run | Browse.
3. Select the CD drive in the Look in drop-down box.
4. Select Setup.exe.
5. Click Open.
6. Click OK to run the installation. Follow the instructions in the Install wizard.

#### To install from an executable file:

1. Double-click the executable file.
2. Click Next to start the install process. Follow the instructions in the Install wizard.

#### To uninstall:

1. On the Start menu, click Programs | ACD Systems.
2. Click Uninstall ACDSee Mobile for Windows® CE.
3. Follow the instructions in the Uninstall wizard.

## Using Desktop Help Tools

An HTML help file is installed with the desktop application. The following describes the help file interface.

#### To access the help file:

Click Help | Contents.

#### Toolbar Buttons



**Hide/Show:** Closes and opens the left tabs of the help file window.



**Back/Forward:** Navigates to a topic that you have previously viewed.



**Print:** Sends a copy of the topic you are viewing in the right pane to your default printer.



**ACD Systems:** Click the ACD Systems button to go to ACD's Web site at: [www.ACDSYSTEMS.com](http://www.ACDSYSTEMS.com).

#### Navigation Pane

**Contents:** Double-click a book to display its sub-books and pages, or double-click a page to view its information in the right pane.

**Index:** Type in keywords or phrases to find topics associated with these terms. To view the topic, select the keyword, and click Display.

- Search:** Type the words you want to search for and click List Topics to find topics containing these words. When you want to view a topic, select it and click Display.
- Favorites:** When a frequently used topic is displayed in the right pane, click Add. To view a topic from the list of your favorite topics, select it and click Display.

## Context-sensitive Help (What's This?)

With certain application windows, you have the option of clicking the Question Mark button located in the upper-right corner of the window. When the mouse pointer changes into the What's This? pointer, click a field to access a brief explanation.

You can also access the same information by clicking a field with the right mouse button. However, this method does not work with text boxes.

## Using Windows CE Help Tools

An HTML help file is installed with the Windows CE application. The following describes the help file interface.

### To access the help file:

1. While ACDSee Mobile is active, tap Start.
2. Tap Help.

### To navigate through the help file, do the following:

- View the Table of Contents for an outline of all pages in the help file.
- Tap the various links throughout the help file to connect to other pages containing more specific information.

## Help on the Pocket PC

Pocket PC devices contain additional help interface components.



Tapping these buttons moves you through previously viewed pages.

## Using PDF Documents

Here are some tips to help you quickly maneuver through this PDF document.

### Paging Through a Document

Adobe Acrobat Reader contains toolbar buttons to help you move through the PDF document.



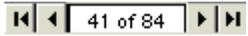
Click to open the first page.



Click to open the previous page.

 Click to go to the next sequential page.

 Click to open the last page.

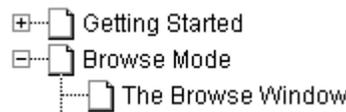
 These buttons are also present on the status bar located at the bottom of the document. To view a specific page number, type a new number in the field.

**Note:**

Click the Document option to view other available shortcuts.

### Browsing With Bookmarks

Bookmarks show the hierarchy in a document and provide easy access to individual pages. They can be subordinate to other bookmarks.

 Click a bookmark to view the page. A Plus sign (+) to the left of the bookmark indicates there are bookmarks beneath it. Click the Plus sign to view the subordinate bookmarks.

### Following Links

When you click a link, another part in the document is displayed, a location on the World Wide Web is opened in your Internet browser, or an e-mail application is opened for you to send an e-mail to that address. Links are displayed in blue, bold text.

 To follow a link, position your pointer over the linked area until it changes to a pointed hand, or a pointed hand with a 'W' for Web sites and e-mail addresses; then click the link.

### Retracing Your Steps

 Click to retrace the path of previously viewed pages.

 Click to go forward in the path of viewed pages.

### Finding Words

When you want to find a word or phrase quickly, you can use the Find command to search your entire document at once.

 Click to open the Find dialog box. Type the word or phrase you are looking for and select from one of the following three options:

- |                       |  |
|-----------------------|--|
| Match Whole Word Only | Finds occurrences of the phrase you are searching for                                    |
| Match Case            | Finds the words or phrases with the exact capitalization entered in the Find What field  |
| Find Backwards        | Starts the search in the current page and goes backwards through the document from there |

To find the next occurrence of the word or phrase, click the Find button and then click Find Again.

## Changing the Page Layout

Three layouts are available for viewing the document:



Actual Size



Fit in Window



Fit Width

## ACDInTouch

ACDInTouch is a data exchange service present on your desktop application. When you connect, up-to-date information is sent to you. This information is relevant to your product, such as upgrades, add-ons, and related software from ACD Systems.

For information on ACD Systems' Privacy Policy, visit our Web site at:  
[www.ACDSYSTEMS.com/english/company/privacy.htm](http://www.ACDSYSTEMS.com/english/company/privacy.htm)

The first time you open the stand-alone version of ACDSee Mobile, you are asked to connect to the ACDInTouch service. Follow the instructions provided in the program.

### To start ACDInTouch:

If you have ACDSee, please reference the ACDSee help file. Otherwise, click Help | ACDInTouch Service.

## Starting ACDSee Mobile for Windows® CE

ACDSee Mobile can run as a stand-alone (operates independent of other ACD products), or as a plug-in for use with ACDSee or PicaView.

Your Windows CE device needs to be active and connected to your computer before you can start ACDSee Mobile on your computer.

### To start the stand-alone ACDSee Mobile application:

1. From the Start menu, click Programs | ACD Systems.
2. Click ACDSee Mobile for Windows CE.

### To start the plug-in from ACDSee:

1. Select the image or images you want to export in ACDSee.
2. Do one of the following:
  - Click Plug-ins | Windows CE (using ACDSee 3.1).
  - Click Tools | Activities | Extras, and click Windows CE (using ACDSee 4.0).
  - Click the ACDSee Mobile shortcut button.

**To start the plug-in from PicaView:**

1. Select the image or images you want to export from Windows® Explorer.
2. Right-click the selection and select Plug-ins | Windows CE.

**To start ACDSee Mobile on a Windows CE device:**

From the Start menu, select Programs | ACDSee Mobile.

# 3

## Chapter 3

# The Desktop Application

This chapter identifies and explains the image manipulation and exporting features of the desktop component of ACDSee Mobile.

## The User Interface

The following describes the arrangement of the ACDSee Mobile desktop application.



The right side of the window contains a file list to display selected images, their sizes and any associated descriptions. Also included in this area are:

- Add/Remove buttons for adding and removing images from the file list.
- Destination controls for exporting images to various directories on your Windows CE device.
- Settings controls for specifying ACDSee Mobile global settings.

The left side of the window contains tabbed pages as well as Previous and Next buttons to scroll through images in the file list. Included in this area is:

- The Original tab containing a crop feature and dimensions of the selected image.
- The Preview tab displaying a dynamic preview of the currently selected image and a slider to adjust the dimensions of the image.
- The Description tab containing a field for adding a text description to the currently selected image.



## Adding and Removing Images

You can add, remove and rename images in ACDSee Mobile. Renaming or removing an image does not change the root of that image on your computer; only the copy contained within ACDSee Mobile changes.

### To add an image, do one of the following:

- Click Add. Select a file or files to add and click Add.
- Right-click a file in ACDSee Mobile, and in the shortcut menu, select Add. Select a file or files to add and click Add.

### To remove an image, do one of the following:

- Select a file and click Remove.
- Right-click a file in ACDSee Mobile, and in the shortcut menu, select Remove.

### To rename an image:

1. Right-click a file in ACDSee Mobile, and in the shortcut menu, select Rename.
2. Type a new name.
3. Press Enter.

## Adjusting Settings

The Settings dialog box contains global parameters for all images within the file list pane.

### To open the Settings dialog box:

Click Settings.

### Settings

Always display export confirmation dialog	Prompts you with a dialog box to confirm the export action.
Convert all images to JPEG	Converts all images to .jpg format before exporting to your device.
Maximum default export resolution	Applies a maximum global resolution to all images; if the image size is greater, it is reduced. Choose from: <ul style="list-style-type: none"><li>• Full Resolution</li><li>• Extra Large (2.0 megapixels)</li><li>• Large (1.5 megapixels)</li><li>• Medium (1.0 megapixels)</li><li>• Small (0.5 megapixels)</li><li>• Extra Small (0.25 megapixels)</li><li>• Fit to Screen</li></ul>
Apply to all currently loaded images	Applies the resolution settings to all images.

## Previewing Images

A full color preview displays the currently selected image, and is updated as the settings are changed.

### To preview an image:

Select an image and select the Preview tab. The image is displayed according to any changes you have made.

### To change the currently displayed image:

Click the Previous or Next buttons in the lower part of the dialog box.

### To change the image size:

Click the Resolution drop-down arrow and select from the following:

- Full Resolution
- Extra Large (2.0 megapixels)
- Large (1.5 megapixels)
- Medium (1.0 megapixels)
- Small (0.5 megapixels)
- Extra Small (0.25 megapixels)
- Fit to Screen

Megapixel is a common term in the digital camera market. It describes the level of detail produced by a particular camera; a measure of image quality. Better cameras produce images with more pixels. The formula is simple: X resolution multiplied by Y gives you the number of megapixels (e.g., 1000x1000 is one megapixel).

## Cropping Images

From the Original tabbed page, you can modify an image with the crop option. After a crop has been applied, a preview of your adjusted image can be seen on the Preview tabbed page.

### To crop an image:

1. Select an image in the file list.
2. Click the Crop button.
3. Drag the mouse pointer across the image to create a crop window.

### To adjust the crop size, do one of the following:

- Click Fit to Device Screen. The Fit to Device Screen feature sizes the image to fit the screen on a Windows CE device.
- Hold the mouse pointer over the crop outline until the mouse pointer changes to the Two Sided arrow . Click and resize the crop outline.

#### To move the crop:

1. Place the mouse pointer in the cropped area until the mouse pointer changes to the Four Sided arrow.
2. Click and move the crop to a new position.

#### To remove the crop:

Click anywhere outside the crop window.

#### To change the currently displayed image:

Click the Previous or Next buttons in the lower part of the dialog box.

## Adding Descriptions

Descriptions can be used to customize and categorize images. Descriptions added to images using ACDSee are included when the image is added to ACDSee Mobile.

#### To add a description:

1. Select an image.
2. Select the Description tab.
3. Type a description in the text box.

The description is added to a column in the file list.

#### To change a description:

1. Right-click an image.
2. In the shortcut menu, select Change Description.
3. Type a new description.

#### To change the currently displayed image:

Click the Previous or Next buttons at the bottom of the dialog box.

## Exporting Images

The following details how to export your images. Before exporting or saving your images, you can crop, preview or add a description to them.

#### To export images to your Windows CE device:

1. Add and manipulate the desired images.
2. Do one of the following to specify where to save images on your Windows CE device:
  - Click Browse and select a directory. Click OK.
  - Click the Destination drop-down arrow and select from one of the previously used directories.
3. Click OK.

4. The Confirm Export dialog box appears (if selected in the Settings dialog box). From here you can see the amount of space available on your Windows CE device, and how much space is required to save the exported images. If space is an issue, remove images by clearing the applicable check boxes. Click OK.

# 4

## Chapter 4

# The Windows CE Application

This chapter identifies and explains the viewing, image properties and settings features of the Windows CE component of ACDSee Mobile.

## The User Interface

The ACDSee Mobile desktop application is arranged as follows.



The Browser



The Viewer



The Image Editor

ACDSee Mobile for Windows CE is a complete digital imaging toolkit for your Windows CE device. You can view, browse, organize, edit, and share images while on the move.

Transfer images to any Windows CE device from your PC's desktop. View images quickly, use the zoom and pan features to see details, and run slide shows. Browse thumbnails at high speed, and search for images by name and metadata. Edit your images with the integrated editor. Plus, e-mail images or beam them to another ACDSee Mobile user.

Certain text fields within ACDSee Mobile contain buttons that retain a history of previous entries. Click

the History drop-down arrow to expose a list of recent items.

## The Browser

ACDSee Mobile opens to the Browser whenever you start the program. The Browser contains two sections: the folder tree and the file list.

### Folder Tree

The folder tree displays the folder hierarchy of your file system.

#### To select a folder:

Tap a folder. Images within the folder are displayed in the file list.

#### To display a shortcut menu (available on Pocket PC devices only):

Tap and hold the stylus on a folder. Select from the following operations:

- New folder
- Delete
- Rename

#### To move or copy images between folders:

1. Select one or more images in the file list.
2. Drag the images to a new folder.
3. Do one of the following:
  - Select Move to move the images.
  - Select Copy to place a copy of the images in the folder.

### File List

The file list displays the images within the currently selected folder.

#### To select an image:

Tap the image.

#### To select multiple images, do one of the following:

- Tap the background of the file list and drag the pointer across one or more images.
- Tap Additive Selection, and then tap individual images.

#### Note:



You can also use the Additive Selection feature to clear the selection of multiple images.

### To display a shortcut menu (available on Pocket PC devices only):

Tap and hold the stylus on a folder. Select from the following operations:

- Cut
- Copy
- Paste
- Delete
- Rename
- Properties

## Browser Menus

The following describes the ACDSee Mobile menu commands for the Windows CE device.

### File menu

Options	Opens the Options dialog box
About	Opens the About dialog box
Exit ACDSee	Exits the program

### Edit menu

Delete	Deletes the selected image or images from the device
Rename	Opens the Rename Images dialog box
Cut	Cuts an image from the current directory and places it on the Clipboard
Copy	Copies an image in the current directory and places it on the Clipboard
Paste	Pastes the cut or copied image into the selected folder
Select all	Selects all images in the current folder
Unselect all	Clears the selection of all images
Folder	Create New: Creates a new folder in the folder tree
	Delete: Removes the currently selected folder
	Rename: Renames the currently selected folder

### Image menu

Send via E-mail	Opens a blank e-mail message and attaches the selected images
Send via Infrared	Sends the selected images via infrared
Receive via Infrared	Receives the selected images via infrared
Rotate/Flip (JPEG)	Opens a dialog box where you can rotate and flip .jpg images
Find	Opens the Find images dialog box where you can enter arguments for searching the current folder
Find next	Repeats the previous Find command
Play audio	Plays the audio file associated with an image
Properties	Opens the Image Properties dialog box

### View menu

Image	Opens the selected image in the Viewer
Slide Show (all)	Starts a slide show of all images in the folder
Slide Show (selected)	Starts a slide show of selected images in the folder
Sort	Displays available sort types, and sort orders
Thumbnails	Sets the view mode to display thumbnails of all images in the Browser
Details	Sets the view mode to display a detailed list of all images in the Browser, including file name, type, size and date
Thumbs and Details	Sets the view mode to use features from both the Thumbnails and Details view modes

## The Viewer

The Viewer displays images one at a time and contains zoom and slide show tools. The following explains how to open an image in the Viewer as well as the menu options.

### To display an image in the Viewer, do one of the following:

- Tap twice on an image in the Browser.
- Select an image and tap View | Image.
- Select an image and press the Enter key (Handheld devices only).

### Buttons

	Returns you to the Browser
	Opens the image in the Image Editor
	Zooms out
	Zooms in
	Activates the Zoom Selection tool; tap the tool then select a portion of the image
	Fits the image to the screen

### Image menu

Return to Browser	Returns you to the Browser
Fit to Screen	Displays the whole image in the Viewer - the zoom factor is set so that the image doesn't extend past the screen boundaries
1:1	Sets the zoom factor to 100%
Full Screen	Hides the Start menu and menu bar to display more of the image - tap the X in the upper-left corner to exit Full screen mode

Slide Show	Starts a slide show of all images in the current directory
Save As	Opens the Save As dialog box
Edit	Opens the image in the Image Editor
Rotate/Flip (JPEG)	Opens a dialog box where you can rotate and flip .jpg images
Record audio	Opens the Audio dialog box where you can record and play audio, or attach an audio file to an image
Play audio	Plays the embedded audio file automatically
Properties	Opens the Image Properties dialog box

## The Image Editor

ACDSee Mobile includes an image editor where you can crop images, perform levels adjustments, resize, rotate and flip images. Images are saved using the .jpg format.

### To open the Image Editor:

1. Open an image in the Viewer.
2. Do one of the following:
  - Tap Image | Edit.
  - Tap the Image Editor button.

### To close the Image Editor:

1. Do one of the following:
  - Tap Edit | Stop editing.
  - Tap the Stop Editing button.
2. If changes were made, you are prompted to save the changes or cancel them. Images are saved in a .jpg format.

### Buttons

	Activates the crop feature
	Closes the Image Editor (Stop Editing)
	Zooms out
	Zooms in
	Activates the Zoom Selection tool; tap the tool then select a portion of the image
	Fits the image to the screen

## Edit menu

Levels	Opens the Adjust Levels dialog box
Auto Levels	Adjusts the brightness, contrast and color balance of an image according to system values
Resize	Opens the Resize dialog box
Rotate	Rotates the image by 90, 180, or 270 degrees
Flip	Flips the image along the horizontal or vertical axis
Crop to Selection	Crops the image
Save	Saves the current image as a .jpg
Save As	Opens the Save As dialog box
Reload Original	Reverts to the original image without saving changes
Stop Editing	Closes the Image Editor

## Options

The Options dialog box contains global parameters for all images.

### To access the Options dialog:

In the Browser, tap File | Options.

### To specify the information displayed when browsing in Thumbnail mode, select one or both of the following:

- Display image filenames
- Display icons for annotations

### To automatically play audio when an image is opened in the Viewer:

Select Play audio automatically.

### To adjust the delay between slides in a slide show:

Tap on either the Up or Down arrow.

### To select the quality level at which your images are saved:

1. Tap the Quality drop-down arrow.
2. Select High, Medium or Low.

The level of quality controls the amount of JPEG compression used when images are saved. The higher the quality, the larger the image size.

### To always open images (supported image formats) using ACDSee Mobile:

Tap the Open images with ACDSee Mobile button.

## Rotating and Flipping Images

ACDSee Mobile performs a lossless JPEG transformation where you can rotate or flip a .jpg image, or group of .jpg images, without decompressing, and recompressing and re-quantizing the JPEG information. This means that no quality is lost in the transformation.

### To rotate or flip .jpg images:

1. Select one or more .jpg files in the Browser (you may also perform this function on a single image in the Viewer).
2. Tap Image | Rotate/Flip (JPEG).
3. Tap the Arrow that matches the desired flip or degree of rotation.
4. Tap OK.

### To rotate or flip other images:

1. Open an image in the Image Editor.
2. Do one of the following:
  - Tap Edit | Rotate and select the degree of rotation.
  - Tap Edit | Flip and select Horizontal or Vertical.

When the Editor is closed, you are prompted to save the image as a .jpg.

## Cropping

The Crop tool selects a rectangular area of the image and removes the outside portion from the display.

### To crop an image:

1. Open an image in the Image Editor.
2. Tap the Crop button.
3. Drag across the image to make a selection.
4. Do one of the following:
  - Tap Edit | Crop to Selection.
  - Tap inside the selection.
5. Tap Yes.

## Renaming Images

With ACDSee Mobile you can rename individual images as well as perform a rename operation on a batch of images.

### To rename an image:

1. Select an image in the Browser.
2. Tap Edit | Rename.

3. Type a new name into the Name the image field.
4. Tap OK.

#### To rename an image from the Image Properties dialog box:

1. Select an image in the Browser or open an image in the Viewer.
2. Tap Image | Properties.
3. Select the General tab.
4. Type a new name into the File name field.

#### To rename a batch of images:

1. Select a group of images in the Browser.
2. Tap Edit | Rename.
3. Type a new name in the Name the image field.
4. Tap the Sequence filenames by appending up or down arrows. This specifies the number of numeric characters that follow the name (e.g., 3 = 001, 002, 003, 004, etc.).
5. Tap OK.

## Finding Images

You can search a folder for files by file name, metadata keyword phrase and size.

#### To find images:

1. In the Browser, tap Image | Find.
2. Select from the following options:
  - Filename contains Type the desired filename in this field. Wildcards cannot be used.
  - Metadata contains words Type words or characters that you are searching for. When words are separated by a space, the metadata must contain each of the words in order for a result to be returned.
  - Size is Choose from Ignored, Greater than or Less than. If Greater than or Less than are used, you must select a number in the Kilobytes field.
  - Kilobytes Leave this field blank or choose either 50, 100, 200 or 500.
  - Select found images Selects all images in the Browser that have met the search arguments. If the check box is clear, then only the first image meeting the criteria is selected.
  - Search subfolders Includes any subfolders in the search.
3. Tap OK.

### To find more images using the same arguments:

Tap Image | Find next. If there are no more images meeting the criteria, a dialog box appears prompting you to continue the search from the top of the list, or to stop the search.

## Adjusting Levels

Adjust the blackpoint, whitepoint, contrast, gamma and brightness settings of an image using the Adjust Levels feature.

### To adjust the levels of an image:

1. Open an image in the Image Editor.
2. Tap Edit | Levels.
3. Move the desired slider or sliders; a preview displays the effect of each slider being moved.
4. Tap OK.

Auto levels automatically adjusts the brightness, contrast and color balance of an image according to system values.

### To use the Auto levels feature:

1. Open an image in the Image Editor.
2. Tap Edit | Auto levels.

## Image Properties

The Image Properties dialog box is divided into three areas:

General	Contains image information such as file name, size, write status, dimensions, colors and image format
Annotation	Contains fields for adding descriptions, artist and copyright information, and audio attachments
Metadata	Displays any metadata contained within the image (only .jpg and .tif images contain metadata)

### To access the Image Properties dialog box:

1. Select an image in either the Browser or Viewer.
2. Tap Image | Properties.

### To make an image read-only or writable:

1. From the Image Properties dialog box, select the General tab.
2. Tap Make read-only or Make writable.

## Resizing Images

Reduce large images to save on file size, and enlarge small images for easier viewing. ACDSee Mobile provides the option of maintaining the aspect ratio of the image when resizing.

### To resize an image:

1. Select an image and open the Image Editor.
2. Tap Edit | Resize.
3. In the Resize dialog box, select Maintain aspect ratio. When selected, changing one dimension automatically changes the other so as to maintain the ratio of the original image.
4. Do one of the following:
  - Type a new width and/or height (in pixels).
  - Tap the width Fit button; this automatically adjusts the image size to fit the width of the screen.
  - Tap the height Fit button; this automatically adjusts the image size to fit the height of the screen.
5. Tap OK.

## Adding Text and Audio Annotations

Text and audio annotations are completely integrated into images.

### To add a text annotation to an image:

1. Select an image in the Browser or Viewer.
2. Tap Image | Properties.
3. Select the Annotation tab.
4. Type text in the Image Description field.
5. Tap OK.

From the Annotation tab, you can also add an artist name or copyright information.

### To record audio and add it to an image:

1. Select an image in the Browser or Viewer.
2. Tap Image | Properties.
3. Select the Annotation tab.
4. Tap the Audio button.
5. Tap Record and speak into the microphone. Tap Stop when finished.
6. Tap Play to preview your recording.
7. Tap OK.
8. If you'd like to re-record the audio file, repeat Steps 5 through 7.

### To add an existing audio file to an image:

1. Select an image in the Browser or Viewer.
2. Tap Image | Properties.
3. Select the Annotation tab.
4. Tap the Audio button.
5. Tap Load.
6. Select a folder and file type.
7. Select the desired file name. You are directed back to the Audio dialog box.
8. Tap OK.

### Notes:

- Images containing audio attachments are identified in the Browser with a  icon.
- Recorded audio files are stored as part of the image file. To save audio as its own file, tap Save after stopping the record process.
- You can also record audio from the Viewer by tapping Image | Record audio.

## Sending E-mail

From the Browser, you can select images and e-mail them to friends and family. You can perform a batch resize operation on images to reduce their size before sending.

### To send an e-mail:

1. Select one or more images in the Browser.
2. Tap Image | Send via E-mail.
3. Tap To; this opens the contact list.
4. Select one or more e-mail addresses and tap OK.
5. Type a subject in the Subject area.
6. Type a message in the body of the e-mail.
7. Tap the Reduce images to drop-down arrow. Use this feature to shrink your images prior to sending. If you select a size that is larger than your original image, the image is not resized. Select from the following:
  - No reduction: the default
  - X-small (.25 megapixel)
  - Small (.5 megapixel)
  - Medium (1 megapixel)
  - Large (1.5 megapixel)
  - X-Large (2 megapixel)
8. Tap OK. Your e-mail is stored in the outbox until the next time a connection to the Internet is established.

You can also enter e-mail addresses manually using the keyboard. Separate all e-mail addresses with a semi-colon followed by a space.

(E.g. janedoe@ispname.com; johndoe@ispname.com)

## Sending and Receiving via Infrared

Share images via infrared with other ACDSSee Mobile users.

### Buttons



Shows device is in standby mode



Shows device is in send/receive mode

The Standby button appears when the Receive or Send modes are on standby, and changes to the Send/Receive button when actively sending or receiving.

### To receive an image via infrared:

1. Tap Image | Receive via Infrared.
2. The sender must now start the send process.

When ACDSSee Mobile starts to receive information, the Receive dialog box opens showing the total number of images, and size (in bytes) being sent. A progress indicator updates you as the data moves across. Images are placed in the My Documents folder upon receipt.

### To send an image via infrared:

1. Have the receiver start their receive process.
2. Select one or more images in the Browser.
3. Tap Image | Send via Infrared.
4. You can queue more images while a transfer is ongoing by repeating Steps 2 and 3.

When ACDSSee Mobile starts to send, a Send dialog box opens with a progress indicator that updates you as the data moves across.

### To stop sending a particular image, and move onto the next one in the sequence:

Tap Skip this File.

### To stop the receiving process:

Tap Stop Transfer.

### Notes:

- You cannot receive or send via infrared in any other application when the ACDSSee Mobile Send/Receive via infrared mode is on standby or active.
- If an image is skipped and the sender attempts to send it again, the image picks up from where it left off.

## Creating a Slide Show

Slide shows can be created with images in the Browser.

## Buttons



Stops the slide show

### To create a slide show using all the images in a folder:

In the Browser, tap View | Slide Show (All).

### To create a slide show using selected images:

1. Select a series of images in the Browser.
2. Tap View | Slide Show (Selected).

### To stop a slide show:

Click the Stop Slide Show button.

## Appendix 1: Supported Image Formats

ACDSee Mobile comes standard with support for several image formats.

### Desktop Application Read Support

BMP	Windows Bitmap
EMF	Enhanced Metafile Format
GIF	Graphics Interchange Format
JPEG	Joint Photography Experts Group
PCX	ZSoft Publisher's Paintbrush
PIC	SoftImage PIC
PNG	Portable Network Graphics
TGA	Targa TGA
TIFF	Tag Image File Format
WMF	Windows Metafile Format

Desktop support for further image formats can be added by installing PicaView or ACDSee. For more information, visit our Web site at:

[www.ACDSYSTEMS.com/English/Products/index.htm](http://www.ACDSYSTEMS.com/English/Products/index.htm)

### Windows CE Application Read Support

BMP	Windows Bitmap
GIF	Graphics Interchange Format
JPEG	Joint Photography Experts Group
TIFF	Tagged Image File Format

### Windows CE Application Write Support

JPEG	Joint Photography Experts Group
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When exporting to your Windows CE device, images with formats other than those listed under Windows CE Application Read Support are converted to .jpg and saved as such on the device. If you edit an image prior to exporting by adding a description or a crop, it is also converted to .jpg.

## Appendix 2: Contacting ACD Systems

### Contact us by mail at:

North America  
ACD Systems Inc.  
2201 North Collins, Suite #100  
Arlington, TX 76011, USA

International  
ACD Systems Ltd.  
PO Box 36  
Saanichton, BC  
V8M 2C3, Canada

### Technical Support

By purchasing this product, you receive ongoing, preferred treatment by our technical support team, should the need arise. If you have any technical related questions or general feedback, please visit our Web site at: [www.ACDSYSTEMS.com/english/support](http://www.ACDSYSTEMS.com/english/support)

Telephone us for technical support at: 1 (250) 544-6701. Our office hours are Monday to Friday, 6:00 A.M. to 6:00 P.M. PST. During U.S. and Canadian statutory holidays, our hours of support are 8:00 A.M. to 4:00 P.M. PST.

### Feedback

Your feedback is important to us. Many features and portions of the interface continue to be influenced by comments from users. So, if you have a grand idea for a new feature, or a better way of doing something, please drop us a note.

Contact us Monday to Friday, 6:00 A.M. to 6:00 P.M. PST. During U.S. and Canadian statutory holidays, our hours of support are 8:00 A.M. to 4:00 P.M. PST.

E-mail: [feedback@acdsystems.com](mailto:feedback@acdsystems.com) \*  
Telephone: 1 (250) 544-6700

\*This e-mail address is not intended for technical support questions; technical related questions will not receive a reply.

## Index

- ACDInTouch, 7
- adding descriptions, 12
- adding images, 10
- additive selection, 15
- annotations, 23
- aspect ratio, 23
- audio
  - adding an existing audio file, 24
  - recording, 23
- Browser, 15
  - file list, 15
  - folder tree, 15
- copying, images, 15
- cropping images, 11
- descriptions, 12
- desktop application, 9
- editor, 18
- e-mailing, images, 24
- exporting images, 12
- feature, 15
- file list, 15
- finding, images, 21
- fit to device screen, 11
- flipping, images, 20
- folder tree, 15
- help tools, 4
  - context-sensitive, 5
  - desktop, 4
  - using PDF documents, 5
  - Windows CE, 5
- image editor, 18
  - buttons, 18
- images
  - adding, 10
  - annotations, 23
  - copying, 15
  - cropping, on the desktop application, 11
  - cropping, on the Windows CE device, 20
  - descriptions, 12
  - editing, 18
  - exporting, 12
  - finding, 21
  - flipping, 20
  - moving, 15
  - previewing, 11
  - properties, 22
  - removing, 10
  - renaming, 10, 20
  - resizing, 11, 23
  - rotating, 20
  - selecting, 15
  - viewing, 17
- installing, 3
- introduction, 2
- JPEG transformation, 20
- levels, 22
- megapixel, 11
- menus, Browser, 16
  - edit menu, 16
  - file menu, 16
  - image menu, 16
  - view menu, 17
- menus, image editor
  - edit menu, 19
- menus, Viewer
  - image menu, 17
- moving, images, 15
- options, 19
- PDF documents, 5
- previewing images, 11
- properties, 22
- quality level, 19
- read-only, 22
- receiving via infrared, 25
- removing, images, 10
- renaming, images, 10, 20
- resizing, images, 23
- rotating, images, 20

- select multiple images, 15
- sending
  - via e-mail, 24
  - via infrared, 25
- setting up, 3
- settings
  - adjusting, on the desktop, 10
- shortcut menu, 15
- slide delay, 19
- slide show, 25
- standby, 25
- starting
  - from ACDSsee, 7
  - from PicaView, 8
  - on a Windows CE device, 8
  - the stand-alone application, 7
- system requirements, 3
  - for the PC, 3
  - for the Windows CE device, 3
  
- uninstalling, 4
- user interface
  - desktop application, 9
  - Windows CE device, 14
  
- Viewer, 17
  - buttons, 17
  
- Windows CE application, 14
  - Browser, 15
  - writable, 22