Images Directions for a Photo Story Project

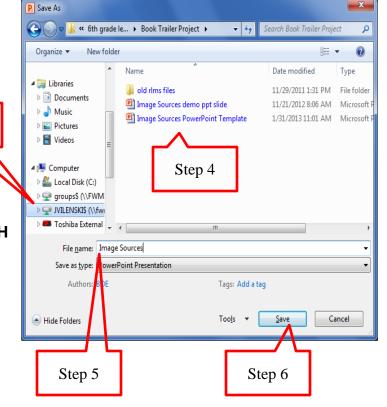
A. Create a folder for your project in your H drive

- 1. Open MY COMPUTER from your desktop
- 2. Open your H drive
- 3. Open your current grade folder
- 4. Open the class folder for the class that this project is for
- 5. Select NEW FOLDER
- 6. Name the folder appropriately (ex if your project is about Egypt, title the project Egypt photostory project)

B. Save the Image Sources PowerPoint Template in your project folder

Step 3

- 1. Open My Computer > P drive > Technology Templates and directions > Photo Story Project Files > Image Sources PowerPoint Template
- 2. Select File > Save As
- In the left pane of your screen, select your H drive. It will have your username.
- On the right side of your screen, navigate to your project folder in your H drive. (the one you created in part A
- 5. Remove the words *PowerPoint Template* from the file name. Your file should now be named *Image Sources*



6. Select Save

above).

 Select the MINIMIZE button to minimize your Image Sources PowerPoint. You'll need this PowerPoint slide whenever you find an image for your project.



C. Find, save and cite your images for your Photo Story project:

- 1. Open Internet Explorer and go to Google Images
- 2. In the SEARCH BOX, type in a keyword for the image you are looking for, then select **Search Images**

Use .jpg files only! No .gif files!

- 3. Once you've found an image you like, click on it
- 4. Select **Full-size image** so you can get the largest size possible. (as shown at right)
- 5. RIGHT CLICK on the image and select **Save Picture As**
- 6. In the Save Picture box, navigate to your project folder in your H drive
- 7. In the **File Name** box, type *image 1* so you can identify it as your first image for your Photo Story
- 8. Select Save
- 9. Go back to the Web page your image came from and highlight the Web address (url)
- 10. **COPY** the url: RIGHT CLICK on the url and select **Copy** or press CTRL + C on your keyboard
- 11. Open your Image Sources PowerPoint. It should be in the taskbar at the bottom of your screen
- 12. In your Image Sources PowerPoint, put your cursor in the appropriate box in the Web address (url) column and **PASTE** your url in: RIGHT CLICK and **Paste**, or press CTRL + V on your keyboard.

The url should NOT have google.com in it!

- 13. Go back to the Web page your image came from. Select the back arrow to the left of the url.
- 14. Select **Website for this image** so you can find the title of the website where your image came from







Full-size image 168 × 238 (Same size), 31KB More sizes Search by image Similar images

Type: JPG

1/13

15. Find the title (name) of the Web site.

(for example, the title of the Web site at right is *Books for YAs*)

File Edit View I	avorites Tools He	lp			× Google : cover •	Search
≽ 🛄 Suggested	Sites 🔻 🙆 Web Slic	e Gallery 🔻		🏠 🕶 🔝 💌 🖃	🖷 👻 Page 👻 Safety	• To
				Book	s for Y	۸.
				DUUK	5 101 1	
НО	ME ABOUT	AUTHORS				
		T COMPANY	1000 B			

- 16. Go back to your Image Sources PowerPoint, and type that Web site title in the appropriate box in the Website Title column.
- 17. Repeat the preceding steps 2 16 for each image you would like to find to help you visually describe your Photo Story Project. Don't forget to name your image jpgs in the order you want them to appear in your Photo Story (ex- image 1, image 2, image 3, etc.)

Change the bulleted text font sizes to 20 or less so all of your source titles and urls will fit in the boxes on ONE SLIDE!

18. SAVE your Image Sources PowerPoint again in your project folder in your H drive, but do not close it.

D. FORMAT and SAVE your Image Sources PowerPoint as an IMAGE that you'll put at the end of your Photo Story

1. Open your Image Sources PowerPoint slide



2. If you want to have a colored background for your image sources list, select the **Design** tab and choose one of the designs that fits the theme of your PhotoStory. Change the font type and color if needed.

- 3. Select File > Save As and navigate to your project folder in your H drive
- 🔾 💭 🗢 🕌 « 6th grade le... 🕨 Book Trailer Project 🕨 4. In the Save As type box, click the drop down Organize 🔻 arrow and choose JPEG File Interchange

Format		0	🔚 Libraries		Name	Date modified	Туре
Unnat			Documer	nts	Image Sources demo ppt slide	11/29/2011 1:31 PM 11/21/2012 8:06 AM	
			al Music		Image Sources PowerPoint Template	1/31/2013 11:33 AM	
			Fictures Videos	=			
			Computer				
File <u>n</u> ame:	Image sources		 Local Disl 	k (C:)			
Cause as turner	JPEG File Interchange Format		🖵 groups\$ (
Save as type:	JPEG File Interchange Format		IVILENSK				
Authors:	Windows User	Tags: Add a tag			Sources demo ppt slide		<i>C</i>
					Point Presentation		
			Auth	PowerF	Point Presentation		
0		Tools Save Cancel		PowerF	Point Macro-Enabled Presentation Point 97-2003 Presentation		
Hide Folders		Tools Cancel	Hide Folders		cument		
				PowerF	Point Template Point Macro-Enabled Template		
			_	PowerF Office	Point 97-2003 Template Theme		
					Point Show Point Macro-Enabled Show		
				PowerF	Point 97-2003 Show Point Add-In		
				PowerF	Point 97-2003 Add-In		
				Window	Point XML Presentation ws Media Video		
				JPEG Fi	phics Interchange Format le Interchange Format		
				PNG Po	ortable Network Graphics Format Ig Image File Format		
					Independent Pitraan		

P Save As

New folde

- 5. Select Save
- 6. If the following box appears, select Current Slide Only



👻 🍫 See

0

This slide image will now be your last photo (image) to use in your Photo Story project

Woohoo! Time to create your Photo Story!

