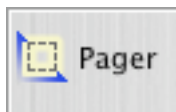


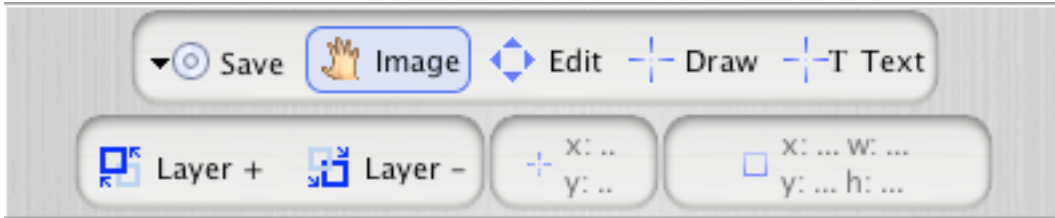
# “ProPreferred”™ PAGER QUICK START GUIDE



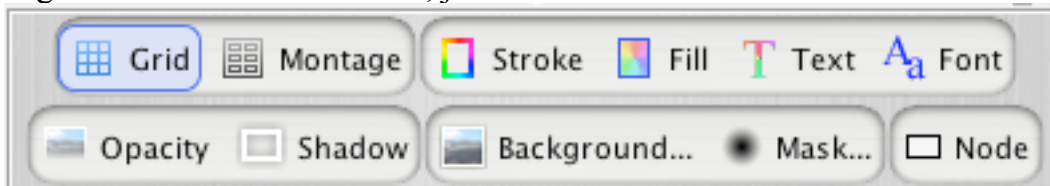
Pager Basics. The pager tool allows you to start with a standard lab sheet of paper that would normally print one image full to the edges and modify this in a way that could have multiple images and text on the page. Step 1. Pick the catalog that you will be using for the job that you want to create this special product. Example, Prints or Events. Step 2. Pick the sheet size you need for your product. If you need an 11x14, then pick this product. You can not design an 8x10 product and then order this as a different size print. Step 3. Use the tools listed below to design your product. We also have movies on our website showing how to build a template and place your order.



Pager Start Button - Click it to bring up the Pager button set.  
Left side of screen button set.



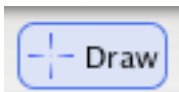
Right side of screen button set, just below the thumbnail area.



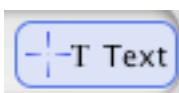
Select the Image button to move an image once it has been dropped into a picture box (node). Usage is the same as in the standard ROES ordering layout, click and hold the mouse button and drag it to the desired crop.



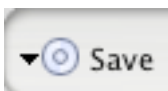
Select the Edit button to move, resize, rotate or modify a Picture or Text box (node).



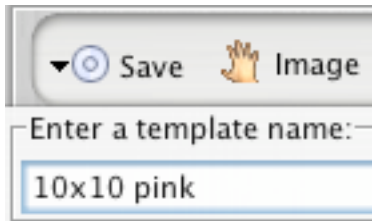
Select the Draw button to create new image boxes (nodes) on a template.



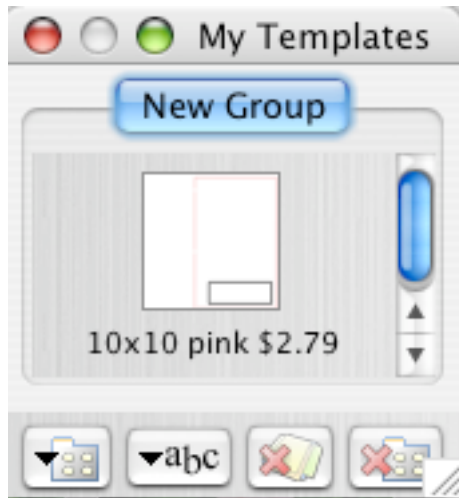
Select the T Text button to create new text boxes (nodes) on a template.



Select the Save button after completing your node additions and modifications to retain the new template for future use. This dialog below will open.



Simply type a new name for the item and press your Enter key to save it. You will see the new template appear in the My Templates window.

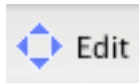


## Node Creation/Modification/Deletion

### To create a node:

- 1) Click on the Draw button to start an image node, or T Text to start a text node.
- 2) Move your cursor into the template's layout on the location the node should begin.
- 3) Click and drag the cursor towards the point you would like the node to end and you will see the node begin to draw. Simply release the mouse button when you are done to see the created node.

### To modify a node:



To alter a node (changing the size or position), click the Edit button and move your mouse over the nodes in the layout. Once inside/on a node, you will see the mouse cursor change to one of the following below, depending upon the cursor's location:

**Editing a node without changing the size:** This can be done by either moving the node completely or by rotating it.



**Moving a Node** - If you hold your mouse in the center of a node, this cursor will appear to allow you to move the node. Click and drag to a new desired location on the layout.



**Rotate a Node** - If you hold your mouse just inside a node's corner this cursor will appear to allow you to rotate it. Click and drag to a new desired location on the layout.

**Editing a node's size:** Resizing a node can be done from either the sides or the corners.

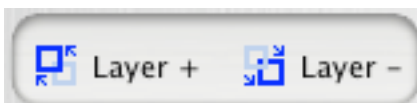


**From the sides** - If you hold your mouse over one of the node's bounds lines (except a corner) this cursor will appear to allow you to alter the node's height or width. Click and drag the line in towards the center of the node to reduce the size or away from the center to increase it.

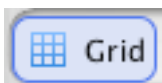


**From the corners** - If you hold your mouse over one of the node's corners, this cursor will appear to allow you to alter the node's height and width. Click and drag the corner in towards the center of the node to reduce the size or away from the center to increase it.

To remove a node, right-click on it and from the contextual menu select Remove Node.



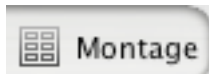
Use of the Layer buttons allows you to put one newly created node over or behind another. Lab created nodes cannot be raised or lowered.



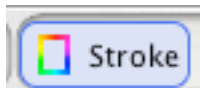
The Grid button allows you to view and set spacing on a visible grid that can be used to arrange nodes against.

Additional Design Capabilities

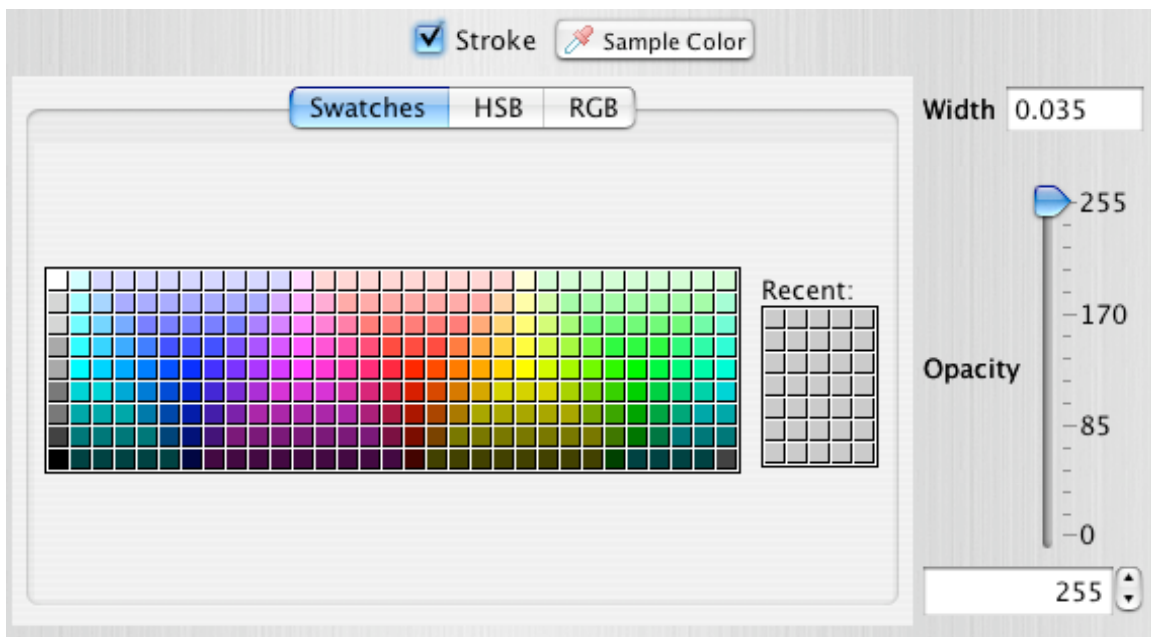
The Pager offers the ability to add various design elements to the layouts and created nodes. There are built in options for adding color options, shading and shadowing, and studio-supplied backgrounds and masks. Some templates offer lab provided additional options, such as background, font type and image tone selections.

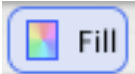


The Montage button allows you to build with a few settings and one click a page with multiple picture nodes. To use this, first pick the print size you wish to use. Add the image to this print in Node 1 that you would like to use for your background image. Press the Montage button and make your choices. You can define how many images to create by the number of Nodes Across and Down. Choose the spacing between Nodes, borders on the page etc. If you keep the 'Vary' choices set to 0% then your Montage will have nice consistent, even picture Nodes. You can choose to have Montage create varied sizes, rotations and spacing. Experiment.

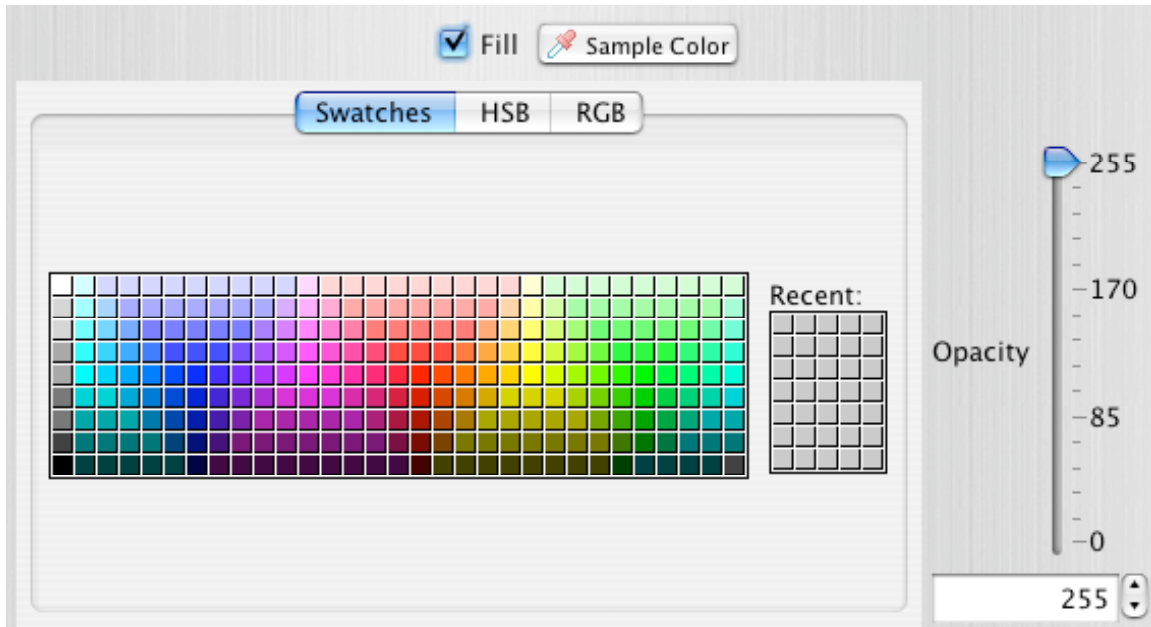


The Stroke button allows you to add color strokes to selected nodes. The screen below will allow you to set the width, colors, and opacity settings. TIP: Try to select fairly standard colors - some color ranges may not transfer well through photographic printing, rendering the printed result slightly different from what was submitted.

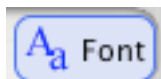
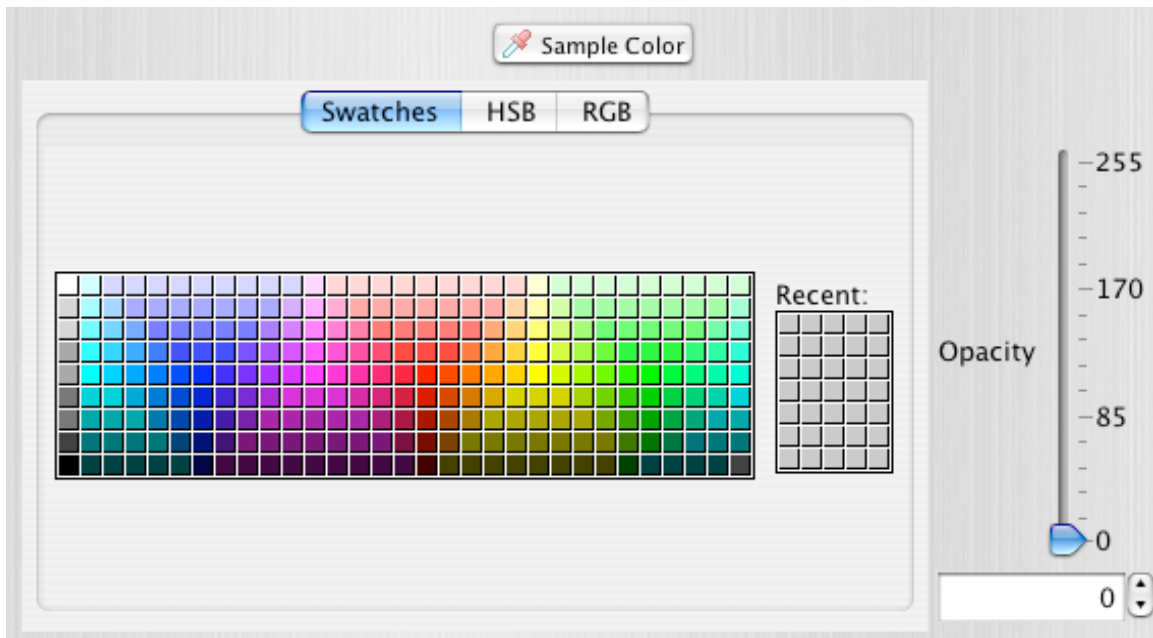




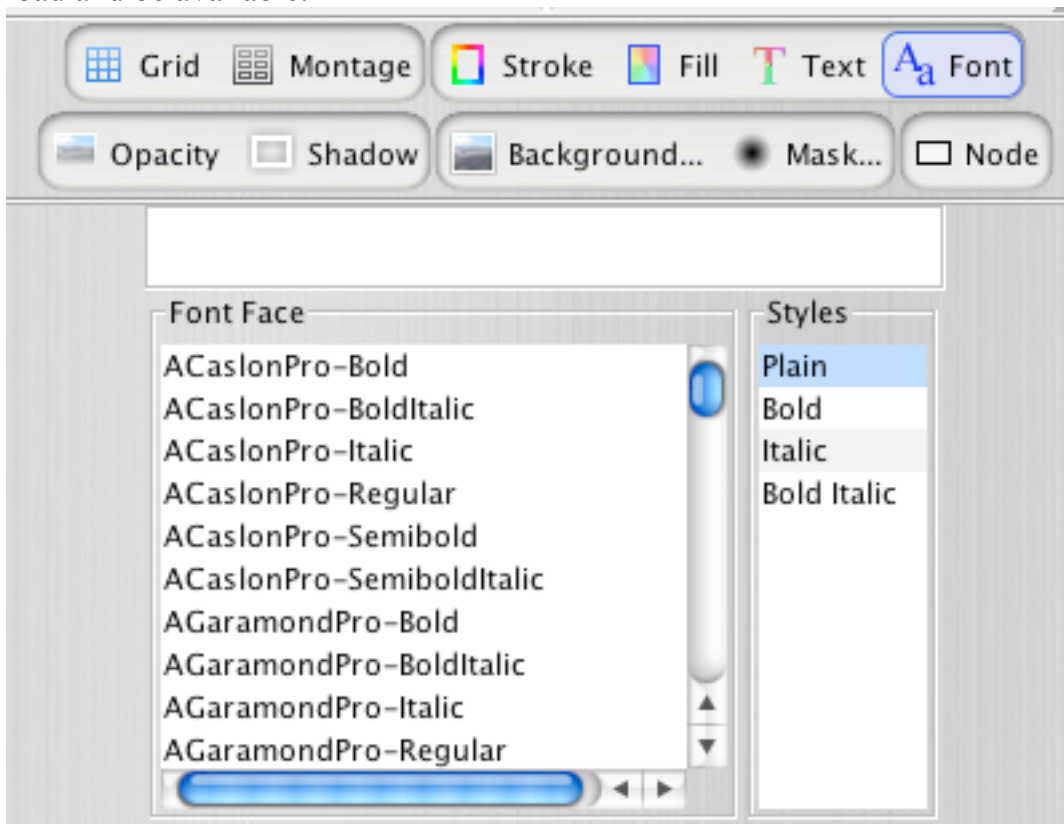
The Fill button allows you to add colors backgrounds to the layouts. The screen below will appear, allowing you to set the color and opacity settings. TIP: Try to select fairly standard colors - some color ranges may not transfer well through photographic printing, rendering the printed result slightly different from what was submitted.

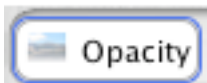


The Text button allows you to set text colors on created text nodes. The screen below will appear, allowing you to set the width, colors, and opacity settings. TIP: Try to select fairly standard colors - some color ranges may not transfer well through photographic printing, rendering the printed result slightly different from what was submitted.

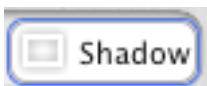
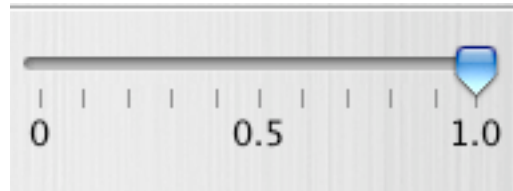


The Font button allows you to select the font family and style. You have to have a text node drawn and selected on the template to use the Font button. After pressing the font button it may take a minute for all of your fonts to load and be available.

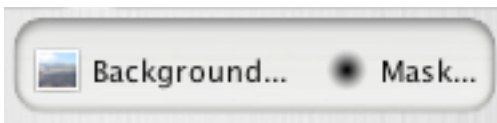
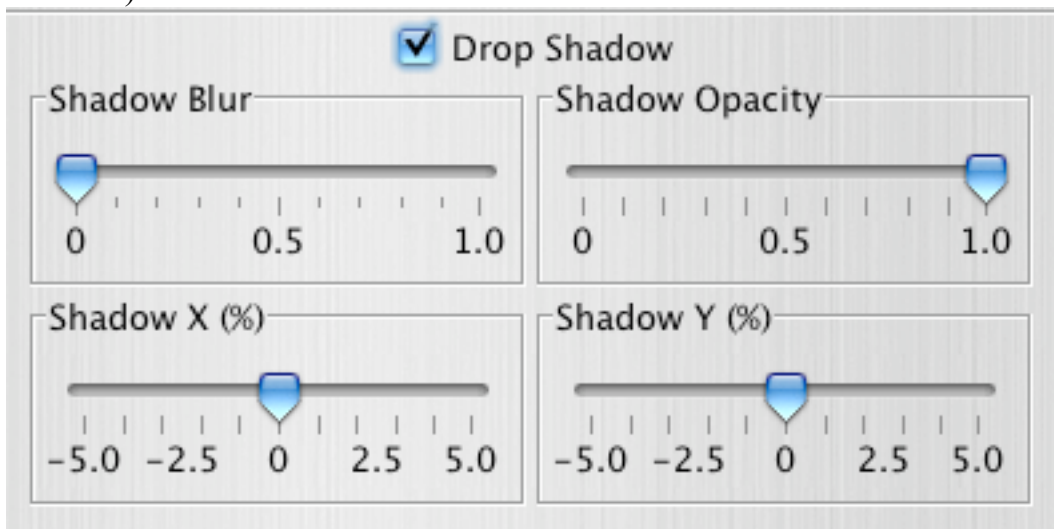




The Opacity button allows you to add an opaque mask to a node. The below slider will appear to allow you to set the level of opacity on the current selected node.

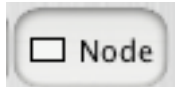


The Shadow button allows you to add a drop shadow to the current selected node. The below screen will appear, offering sliders to set the Blur level, Opacity level, X location (right or left of the node) and Y location (above or below the node).



The Background and Mask buttons allow you to add in your own image as a background for the layout or as a mask on a node. Selecting either button will bring up a Browse window of your local computer system to locate the desired image you have prepared. A better method, more versatile is to use the first node on the sheet as a background and insert any jpg file that is suitable. You can then use all the crop and image controls to modify this image area.

Masks-How to Prepare. In Photoshop, create a document with a white background. Create an area of black within this document. Anything that is Black in this Mask Image will allow your picture to print. Any area that is left White will be masked or blocked from printing, allowing the background image to show.



The Node button allows you to select from various lab-supplied options to apply to individual nodes, such as font types or image tone selections. A list similar to the one shown below will appear with selectable items. This list will vary between nodes and products. With the addition of the Font Button described earlier, the Font Type and Style portion of this window are no longer generally used to design templates. More controls are available with the Font Button.

