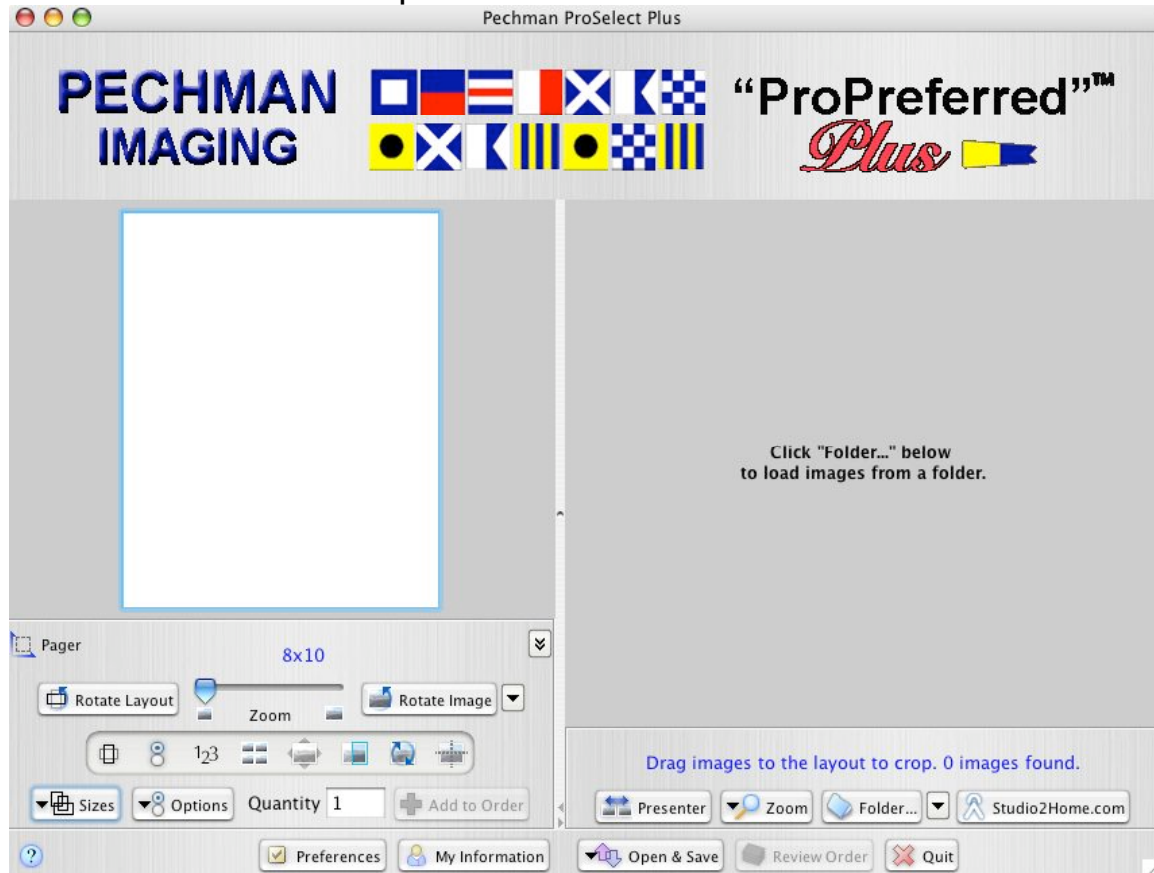


Pechman “ProPreferred”™ software suite, powered by *ROES Pro*

Main Window at startup overview



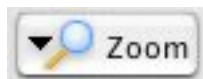
The Thumbnail Area

The Thumbnail area is the large gray area on the right hand side of the window and includes the area below that where the Presenter, Zoom and Folder buttons are located.



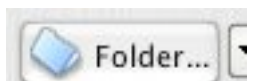
Presenter

Clicking on the Presenter button in the Thumbnails area will launch the Presenter program.



Zoom

Clicking on the Zoom button in the Thumbnails area will change the size of the thumbnails.



Folder...

Clicking on the Folder button will bring up a folder browsing dialog that allows you to

select the folder in which you would like the application to look for image files. If the Search Enclosed preference option is selected then the application will also search inside folders within this folder recursively.

The Image Layout Area

The Image Layout area is the large region on the left hand side of the window below which are the Pager, Rotate Layout or Crop, Zoom, Rotate Image, Sizes, Options, Quantity and Add To Order controls

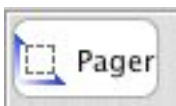
Pro Tool Layout

Use the Preferences window to toggle between these views.



Standard Tool Layout

Use the Preferences window to toggle between these views.



Pager

Is the Custom Design feature of “ProPreferred”™ that allows you to modify many products in the catalog and to also create from scratch nearly any design you would like. If you are using “ProPreferred”™ *Plus* then any image in your design will be individually color managed.

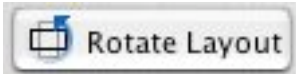
Ordering a Print

Print Ordering Steps are: Pick your print product from the Sizes Palette or the Sizes Menu Button; Drag your file to the layout area, check crop, choose options, select quantity and then press the Add to Order button.



Selecting a print size

To select a print size for your print, click on the Print Sizes button. This will bring up a menu from which you can select the particular product you want. When a print size is selected the crop in the Image Layout Area will change to match the aspect ratio of the selected size.



Rotate Layout

To rotate the image layout click on the Rotate Layout button. This will rotate the layout by 90 degrees. To reverse the direction hold the Alt key PC or the Option key Mac.

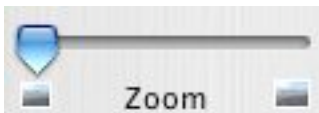
Bringing in an image

To bring an image into the Image Layout Area you can click on an image in the Thumbnail Area and drag it over to the Image Layout Area or you can simply double click on an Image in the Thumbnail Area. You can also drag an image from the local file system window (e.g. a Windows Explorer window) and drop it on the Image Layout Area. If you drag an image from the Thumbnail area, a semi transparent copy of the image will track underneath your cursor while you drag. Once you drop the image in the Image Layout Area it will be loaded and positioned into the current crop region. You can also select multiple images from the Thumbnail area and drop them into the image editing area. If you do this, the application will create an item in the order for each image that was dropped. This is a shortcut method that can be used if you need to create the same product for a number for different images; like a proof order. Be sure you have the correct quantity selected prior to dragging the multiple files. This procedure will order this quantity from every file you drag.



Rotate Image

To rotate the image, simply click on the Rotate Image button. This will rotate the image by 90 degrees. To reverse the direction hold the Alt key PC or the Option key Mac. To Rotate in single degree increment press the down arrow to the right side of the Rotate Image button.



Zoom – Pro Tool

To zoom in on a particular portion of an image, use the Zoom slider. You can drag left to zoom out or right to zoom in.

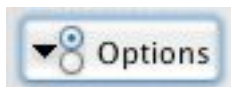


Zoom – Standard Tool

Click the Zoom button to reveal the Zoom slider and also the Crop or Fit Selection

Positioning the Image

To position the image within the crop area simply mouse the mouse cursor over the image where the cursor will change to an open hand. Click on the image, where upon the cursor will change to a grabbing fist, and drag the image to the desired location.



Options

To select various options that might be available for a given product click on the Options button. This will bring up the Options Menu which contains a number of items that you can select. To select an option click on the checkbox to the left of the one you want. You can also choose to Show Options Palette to keep a small window open that will let you select options.



Add To Order

When you have your image positioned and cropped as you would like, have selected any options you would like applied and have selected the correct quantity, click on the Add To Order button. This will add the image with your selection to your order. After you click on Add To Order the text in the button will change momentarily to “Added!” to let you know that the item has been added.

Pro Tools Control Area

The Pro Tools menu bar is displayed via a Preferences choice. These tools provide many helpful ordering workflow options. Hovering your mouse over each tool will provide an explanation of the function. When the tool is active it will display either a padlock icon or a check mark.



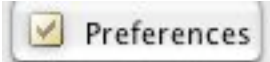
Other Controls Area

The Other Controls Area resides along the bottom of the main window.



Help

When you click on the Help button a menu will appear with Help and About items on it. If you select Help then a semi transparent overlay will be placed on the window showing what steps to take to create an order. If you click on the about button then an about dialog will be opened up.



Preferences

Preferences

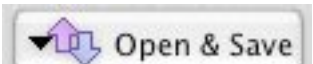
Clicking on the Preferences button will show a preferences menu from which different preferences for this item may be selected. If the Search Enclosed Folders option is checked then the application will recursively look in a folder for images. If it is not checked it will only search the folder that was selected and not any of the folders contained inside of it.



My Information

My 'Studio' Information

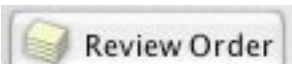
Clicking on the My Information button will open the Customer Information Dialog. This dialog allows you to provide some basic information needed in order to create and send an order into Pechman Imaging. Please use your 8 digit Pechman account number.



Open & Save

Open & Save

Use this area when you would like to re-open previous orders, partial orders etc. Use this area when you want to temporarily stop working on an order and resume work later. Save the order and the use this area to re-open later to finish the job.



Review Order

Review Order

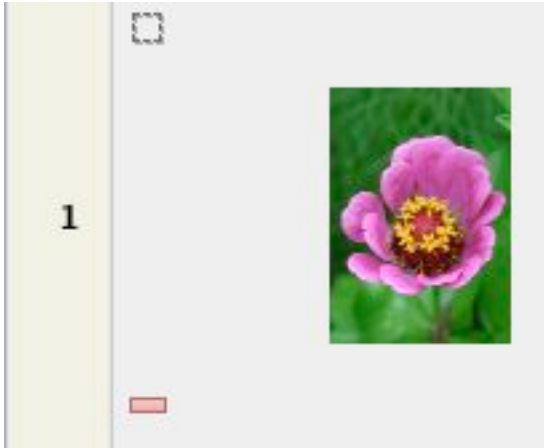
When you click on the Review Order button the Order Preview dialog will be opened. This dialog shows what the order number for the order and all the items that were ordered along with their options, quantity and prices.





Options

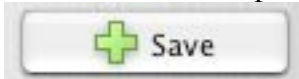
Applied Options

From the Order Review dialog you can change the options selected for a particular item by clicking on the Options button. This will bring up an Options menu from which new options can be selected.



Deleting or Editing an item

In the Order Review dialog to delete an item from your order click the  next to the thumbnail of the item you wish to delete/remove. To Edit this item click the  box. You will be taken to this product at the Order Entry area. Make your changes and press the

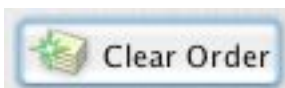


Button to save your changes.



Render...

This is used in conjunction with the Presenter and slide show feature. Pressing this button will create a screen size jpg file for each product ordered. Build a composite wedding album, Render each page view and then use the jpg images to preview and show your bride.



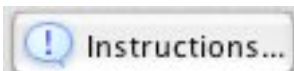
Clear Order

Clicking on Clear Order will erase or clear the entire job.



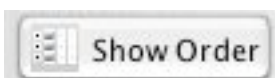
Back To Ordering

If you wish to continue to add items to your order, click on the Back button. This will return you to the main order window with your order still in progress.



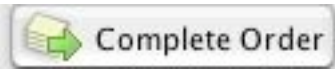
Instructions...

Clicking on the Instructions button will bring up a window where you can type in any text, allowing you to send any special instructions along with your order.



Show Order (print a copy)

Is the first step to printing a copy of your order for your records. Click the Show Order button, wait a bit. Your web browser will open shortly with a copy of your order that you can print for your records.

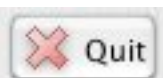


Complete Order

To send the order to the lab over the Internet, click on the Complete Order button. The application will first save the order into a single zip file. Once the zip file has been saved it is sent to the lab. During this process the application will display a dialog with a progress bar. If any errors occur, a dialog will be presented with information about what went wrong. Once the order has been sent successfully a dialog will be presented informing you that your order was successfully sent.



Note, if you choose the Save to disk choice for alternate delivery option. Roes does not BURN the CD for you. ROES will create the Order file. Make a note of where you indicated this to be saved. Then quit ROES and start up your CD burning software or procedure. Locate the job order file and burn this to the CD. Send the CD to Pechman with a note containing your studio name and that the CD contains a ROES Order.



Quit

Clicking on the Quit button will cause the application to quit. If you have an order that is in progress you will be alerted and asked to confirm that you really want to quit.

Dividing the Window

In between the Image Layout Area and the Thumbnail Area is a divider. You can drag the divider to the left or to the right to adjust the allocation of space in the main window to the two areas. Up towards the top of the Divider are two triangles. One points to the left and the other points to the right. You can click the triangle pointing to the left to hide the Image Layout Area (or to show the Thumbnail Area if it is currently hidden). Likewise, if you click on the triangle pointing to the right, the application will hide the Thumbnail Area (or show the Image Layout Area if it is currently hidden).