

Using Paint

Starting the program:

Open the Paint program by choosing from the Start menu: Programs, Accessories, Paint.

Editing your image:

Use the icons on the left of the window to select shapes, brush sizes, eraser, etc.

To edit your image by pixel:

- click View, Zoom, Large Size
- and then View, Zoom, Show Grid.

To enlarge the image further, choose View, Zoom, Custom and the appropriate percentage (probably 800%).

Choosing colors:

Paint offers several ways to choose colors. The simplest is to click on the color squares of color in the bottom left of the window.

If you wish to use additional colors, from the Colors menu, select Edit Colors. Next from the 48 Basic Colors, click on the new color you would like to use. Then click on “OK”. The new color you selected will now be your current color.

You can create your own colors by choosing the “Define Custom Colors” in the Edit Colors window. To add a custom color, click the mouse on the color spectrum. The color you have selected will appear in the box below. To add that color to your drawing pallet, click “Add to Custom Colors”. When you’re done adding custom colors, click “OK” to return to the drawing area.

Note that you can create and use as many colors as you wish, but as you add new colors to the menu, others may no longer be on the menu. The colors in your image will not be affected by a change on the color menu.



To match a color already on the page, use the “dropper” tool to select that color.

Saving your image

To save your image:

- Under File, select “Save As”.
- Next to “Save in”, choose “dfs on ‘fileserv’ (N:)”.
- Open the ‘Temporary Folders’ directory.
- Open the ‘INFO300’ folder from the folders displayed.
- Then select the ‘LAB 3’ folder in the ‘INFO300’ folder.
- Name your file “Lab 3 – your name” (E.g., Lab 3 – Batya, Nathan).
- Click Save

Accessing your image from outside the lab

You may access your image from outside of the iSchool computer network. To do so, you must use a secure ftp (sftp) program, available in the UWICK software bundle.

Refer here for more information: <http://www.ischool.washington.edu/technology/gdrive.htm>

1. Use the sftp to connect to students.ischool.washington.edu.
2. Use your iSchool login name or ‘labpc’ if you do not have an iSchool account.
3. Type in your password when prompted or ‘info#1’ for the ‘labpc’ account.
4. Your sftp program should present you with a set of directories, one of which will be the ‘Temporary Folders’ directory mentioned above.
5. From here, you may navigate to your image file.
6. Download the image to your local computer.
7. Edit the image as you need.
8. DON’T FORGET to upload the image back to the location listed above once you are finished editing it.