

VISTA ROYALE COMPUTER CLUB

February 7, 2019

Members:

President Mike Johnson welcomed 33 members and guests to our weekly meeting of the 2018/2019 season. We have 134 paid members so far and the Lab has been fairly busy. He reminded us to return the Association ballots; Meet the Candidates Night is Feb 19 and the Election is March 6, 2019. You might want to consider attending the Golf Course meeting Friday, Feb 8 at 10:30 am at Royale Palm Clubhouse. Also there is a BOD Workshop on Monday afternoon at 2pm at which the reports of the Long Range Planning Committee chaired by Sandy McKenny will be presented.

Mike announced the upcoming programs as follows:

Feb 14th David Kimball: photos & Social Media

Feb 21st Gadgets & Toys by members, let Vicky or Sandy know if you have anything unusual or interesting to show the members.

Feb 28th Dr Carl DiLella on shoulder pain, etc., see his poster outside the Lab

March 7 Windows 10 by ACT

The Genealogy Group will not meet on Feb 20 and 27 as Sandy has family coming those Wed.

Our speaker this week was Vicky Getz who presented two topics, scanning and photo manipulation.

SCANNING

There are many types of scanners. We have a multi-purpose scanner optimized for a business environment. There are specialty scanners that can be optimized to do photos, slides, filmstrips. Specialty scanners have different features, sheet feeders, slide feeders, back lights. The software can be different too.

Our scanner can work as a standalone copier, it can also save images directly to a USB flash drive, or an SD card. It can also be controlled by a software program called "HP Scan" from all of our computers.

DOCUMENT FEEDER.

The feeder will process a stack of papers, one sided or two, without user intervention.

DO NOT USE THE DOCUMENT FEEDER FOR

- Items that are precious, brittle or delicate
 - Wrinkled documents
 - Newspaper paper or magazine clippings
 - Heavier paper or photographs
 - Items that are taped or have staples
 - Items on legal size paper or shorter than 8 inches
-

FLATBED GLASS

All other copies are made by lifting the top and placing the item on the glass.

DO NOT

- Do not try to close the lid on any 3 dimensional objects. This may damage the document feeder, crack the hinge, or permanently crease the reflective lid. Leave open or drape with opaque material.
-

DO

- Remove staples so as not to scratch the glass.
-

Software

On our computers HP Scan is located on the desktop.

Destination and Purpose

When scanning the first thing to consider is what the document is going to be used for. Are you going to email it, use it on the web where you want minimal size.

Or is it a photo that you are going to print, where quality is the key factor.

Choosing Output

OCR

Choose Optical Character Recognition (OCR) if you are going to need to make changes. The OCR software will attempt to read the document and type it out to a file. The text can be sent to a plain text file (TXT) file or a rich text format file (RTF) where the font, color, and size of the print is also captured.

PDF

Portable Document Format (PDF) is a file format that has captured all the elements of a printed document as an electronic image that you can view, navigate, print on any computer, phone or tablet, without needing the software that created the document, although a PDF reading software might be required.

Our scanner offers two types of PDF files, a PDF where each page is saved as a picture or a searchable PDF, where each page is a picture, and then OCR was used to pinpoint where words are in the picture.

JPEG for Photos

Joint Photography Expert Group (JPEG or JPG) files is a file format for images. JPGs can be opened by all computers, tablets or phones. for photos. Scan to JPEG

- Use a setting minimum setting of 300 DPI or a higher value if you plan to enlarge the photo.
 - Scan black and white photos in COLOR!
 - Cleanliness is imperative, use a micro fiber cloth to keep the dust to a minimum.
 - Advanced settings can improve your image scan.
 - Optimize for Image Quality
 - Save as Best Quality
 - We don't use the email options because we don't have an email client such as outlook or firebird.
-

PHOTO MANIPULATION

Removing items from a picture used to be done by cropping the picture, but sometimes you just need to remove something that is not on the edge of the photo. We do this with a clone tool and a healing tool in your photo software. There are several tools that contain a Clone Stamp. The photo manipulation software that we are looking at is GIMP. GIMP is a free desktop software that is a powerful alternative to Adobe Photoshop tools.

Example of the cloning tool.

<https://www.youtube.com/watch?v=QeP-TvXDDI4>

Example of fixing a faded photo.

<https://www.youtube.com/watch?v=dW1blfzl3T0>

Vicky is offering a 2 day GIMP class Tuesday& Thursday 7 PM to 8:30 PM February 19 and 21 .

Signup sheets are in the lab. The class is limited to 7 people. If there is a long waiting list, another session will be added. Please contact Vicky if you need to cancel so your slot can be filled with an alternate.

This was a really great presentation as usual and try Gimp on any of our LAB computers. You, too, can become proficient in fixing your photos. Thanks Vicky.

Sandy McKenny, sec.

Vista Royale Computer Club, Pine Arbor Clubhouse, Vero Beach, FL 32962

Please go to our <http://www.vrcc.info/> website for archived Meeting Minutes, Calendar of Events, Genealogy Resources and more. You can also set your own computer home page to <http://www.vrcc.info/home.html> to make it match the home page on our Lab machine