Using the Image Editor in OmniUpdate (OU)

Introduction

Images usually need to be prepared for the Web with Photoshop or another image editing program because original photo files are often too large for proper display on a Web page. Using OmniUpdate's built-in image editor, you can do the following:
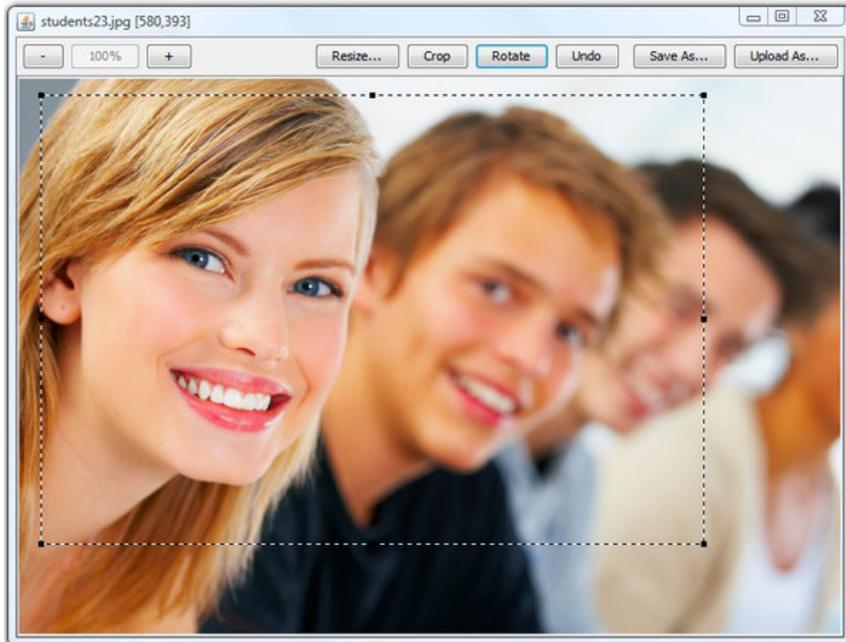
- Resize
- Crop
- Rotate
- Optimize

JPGs Only

OU's built-in image editor works best for photographs as it saves images into .JPG files only. *You will also see the option for .jpeg or .png files, but save only in .jpg format.* The editor does not save images into GIFs. Please continue to use another image editing program for GIFs.

- JPGs are for photos
- GIFs are best for logos or clip-art (use clip-art very sparingly)

Note on Java

Upon first use, you may be prompted to install the Java plug-in for OU's Image Editor to function. The Image Editor minimally requires Java 5 installed to be able to use it. The latest version of Java is recommended: Windows - Java 6 (1.6 version 13). Macintosh - Java 5 (1.5 Update 3).
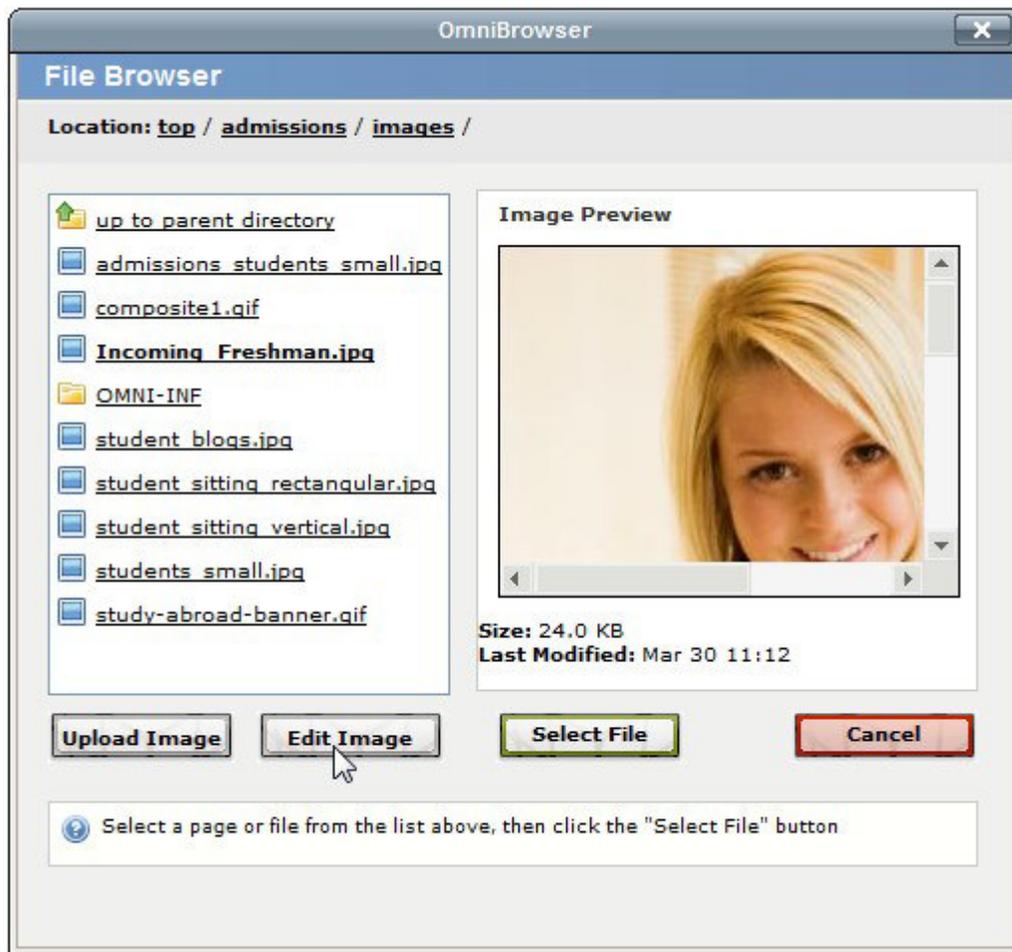
No matter how you access the Image Editor, a new floating window opens giving you the ability to zoom, resize, crop, and rotate your image.
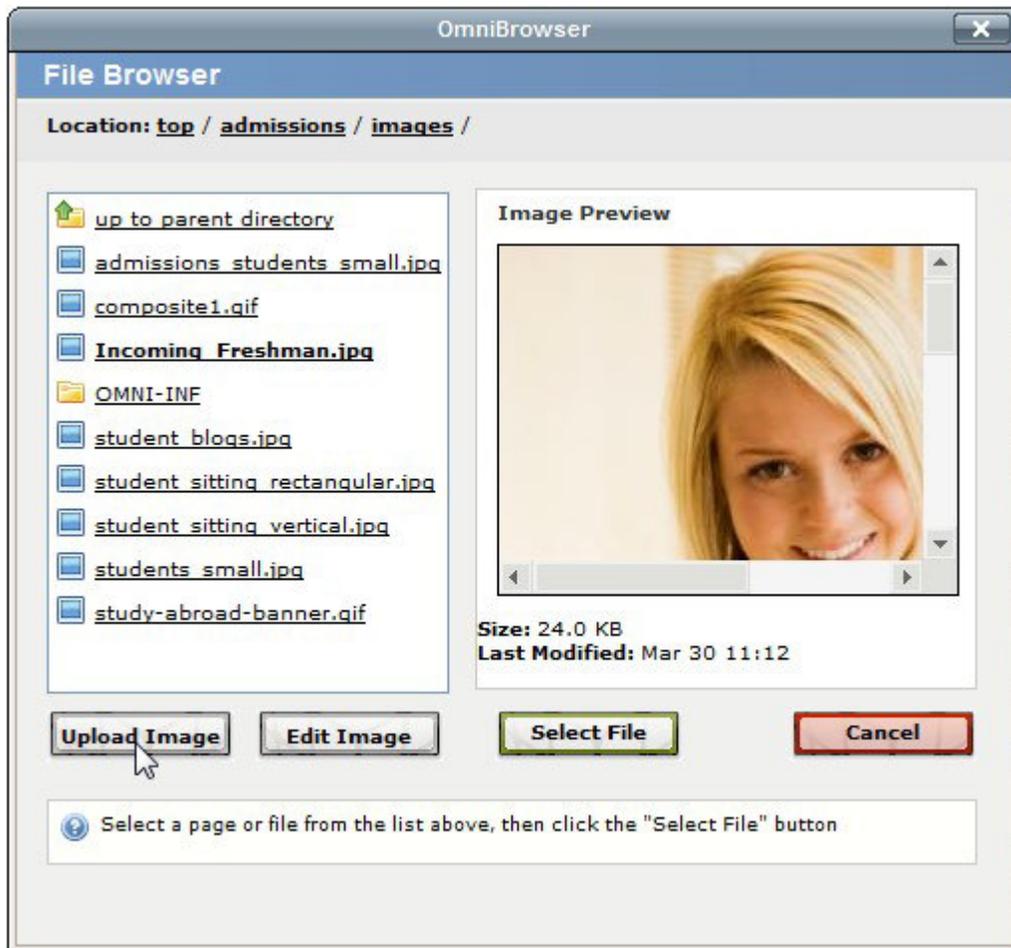
Editing Images in WYSIWYG Mode

To edit any image while using the WYSIWYG editor, simply click the "Insert/Edit Image" icon in the WYSIWYG toolbar. Any image can be selected and edited using the "Edit Image" button in the file selector window. Additionally, users can upload and edit any image from this same window by clicking the "Upload" button.

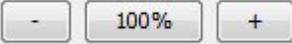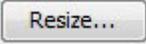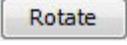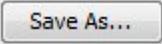Click the Insert/Edit Image button on the WYSIWYG toolbar.

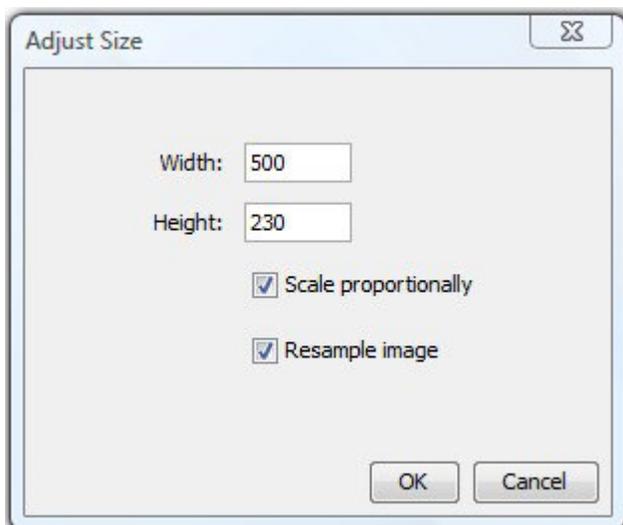*Click the "Edit Image" button to edit any file displayed in the Image Preview window.*

Alternatively, you can click the "Upload Image" button to open, edit and upload a file from your local computer.

Editing Functions

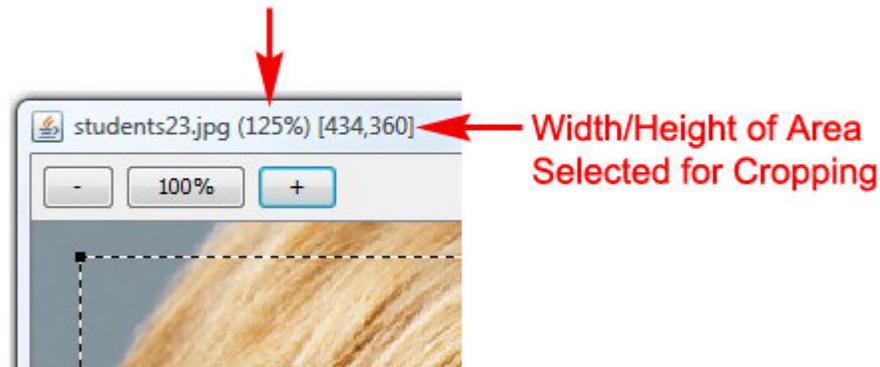Available functions in the Image Editor are illustrated by the following chart:

Function(s)	Description
- 100% +	The Scale View functions allow for zooming to see more or less of the image as it's being edited. Note: the scale will not affect the size of the image file.
Resize...	The Resize function allows users to physically resize the image in pixels.
Crop	The Crop function allows users to crop any selected portion of an image. Click and drag across any part of the image to select a part of the image, then click the Crop button.
Rotate	The Rotate function rotates the entire image counter-clockwise in 90 degree increments.
Undo	The Undo function reverts the last function performed (one level back).
Save As...	The Save As function allows users to save the image as a file on their local computer's hard disk.
Upload As...	The Upload As function allows users to save the image to the website.

Clicking the Resize button opens the resize window. Enter dimensions in pixels for height and width. By default, changing either width or height will automatically change the corresponding pair's value. Turn off "Scale proportionally" to adjust width and height independently. Turning off "Resample image" will result in a larger file that is not optimized for the web.

Adjust Size

Width: 500

Height: 230

☑ Scale proportionally

☑ Resample image

OK   Cancel

The titlebar of the floating Image Editor window indicates the scale of the current view (changed by clicking the Scale View function buttons), and the height and width of any selected area for cropping. When viewing the image at 100%, no scale indication is displayed. The largest an image can be scaled for viewing is 400% and the smallest is 10% of the actual size of the image. Remember, scaling the image is for display purposes only while using the image editor — scaling does not change the actual size of the image file. The height and width indicators only appear when an area is selected for cropping (by dragging the cursor across any part of the image.

Large Files and Memory Usage

The Image Editor is a Java Applet that provides a fast and effective way to edit images on your website. Typical images on your website will likely be less than 100 KB and be easy to edit. While it is common practice to "Resize" larger images (e.g. images taken with a large megapixel digital camera) from say 3,000 pixels in height or width to 300 pixels, your original files could exceed 5 to 10 MB in size. The memory of your browser may limit your ability to open multiple images of this size. If you find the Image Editor is not able to open a very large image, try closing unused browser tabs, or resize extremely large images using a desktop application first.

Image "Refreshing" (Browser Cache)

Technology is built and designed to try to meet our every need; sometimes, this drive can cause two different tools to clash with one another in their attempt to do their jobs. If your pictures do not update to their edited version in "Preview" mode, then this is just what has happened with the Image Editor and your web browser.

While you surf the Web, your browser often stores copies of pages that you have visited, then brings up these stored files the next time you visit a site. This way, the browser is not being forced to load the page anew each time you visit, which takes more time than simply viewing a

stored copy. This storage of pages is called a "cache". However, this cache can somtimes pose a problem to you if you need to be viewing the most updated version of a page. To be sure that you are looking at the most up-to-date version of a page rather than an older copy, you clear your browser's cache.

To refresh the page and clear your cache while in "Preview" mode in OmniUpdate, simply right-click in the frame/window in which you see your image, then choose "Refresh" or "Reload" from the mouse menu that appears.

Document condensed and modified from [OmniUpdate Support](#) May 4, 2009