



# **PictureTheBatch**

## User Guide

Version 1.0.1

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# OVERVIEW

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## Introduction

PictureTheBatch transforms and enhances your digital photos. It is efficient at processing multiple images in a reproducible and time efficient manner. In addition to providing image editing features such as resizing, converting and rotating it also offers advanced filtering, color manipulation and watermarking. Watermarks can be used to place a narration or copyright notice on the images being processed and can either be created dynamically from text or by using external images.

## Drop Window

The drop window makes it easy to open images for processing. Simply drop the image files from the Macintosh Finder/Windows Explorer onto the window. The processing configuration window will then be presented. The drop window does not need to be used to open images; the images can be dropped onto the application icon or opened using the more traditional 'Open' command in the 'File' menu.

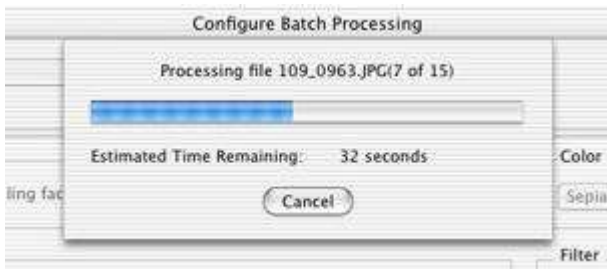


## Configuration Window

The configuration window is used to specify how the batch of images should be processed. From this window you can specify what editing needs to be done to the image itself, how it should be saved and whether a watermark should be added to it. Presets allow you to save a set of operations for use at another time. The presets can be added, modified and removed.



Once 'Go' is pressed a progress dialog will appear (as shown below) that will show you how the batch is progressing. The 'Cancel' button will allow you to stop the batch where it currently is. If the batch is cancelled you will be returned to the configuration window and any files that have already been created will not be deleted.



# INSTALLATION

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## Mac OS X

Double-click the latest PictureTheBatch.dmg disk image. If you agree to the licence agreement, click 'Agree'. Copy the PictureTheBatch icon to anywhere on your hard drive (convention on Mac OS X is /Applications). Drag the icon into the dock, then click it (the dock copy). Enter the licence keys when prompted.

It is advisable to install as a user with administrative permissions as the software can be installed anywhere and, once the licence keys have been entered, they will be available to all users of that computer. If you do not install with administrative privileges the licence keys will only be available to the user who entered them.

For access to the latest image formats, make sure you upgrade QuickTime to the latest version (currently 6.5). You can do this through software update or by downloading an installer from <http://www.apple.com/quicktime/download/>.

To remove, drag the application out of the dock, then drag the application from where you installed it into the 'Trash'.

## Windows

Make sure you are logged in with 'Computer Administrator' privileges.

It is advisable to install Apple QuickTime. Install the latest version (currently 6.5) to ensure you have access to the latest image formats. A 'Recommended' install is required, as the 'Minimal' install will not install enough for PictureTheBatch to work. You can find the installer at this web address: <http://www.apple.com/quicktime/download/>.

Double-click picbatch\_install.exe. If you agree to the licence agreement, click 'Agree'. Choose the destination folder (the default should be okay in most instances). Click 'close' when the installer has finished. Navigate the 'Start' menu to launch PictureTheBatch. Enter the licence keys when prompted.

To remove, run the Uninstall program under the PictureTheBatch program group in the 'Start' menu.

## Registration

Once you have purchased your licence and received the keys you can enter them into the

program. To do this you can either press the 'Register' button as the program launches or press the 'Register' button from the About box (The About box is accessed from the Help menu on Windows or the application menu on Mac OS X: choose 'About PictureTheBatch'). Type the licence name and serial number exactly as they appear on the notification you received from us, then press 'OK' (you may prefer to copy and paste, but make sure there are no trailing spaces). The 'OK' button will be dimmed until something is entered into the licence name field and the serial number is the right length. A picture of the dialog appears below:



## Latest Version

Please check the website (<http://www.Q-Technologies.biz/PictureTheBatch>) to see if there is a newer version available. Upgrades to more recent versions are free. You can see what version you have installed by looking at the About box (The About box is accessed from the Help menu on Windows or the application menu on Mac OS X: choose 'About PictureTheBatch').

# SUPPORT

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If the program is not performing as it should (i.e. you have found a bug) send an email to [support@Q-Technologies.biz](mailto:support@Q-Technologies.biz) with the following information:

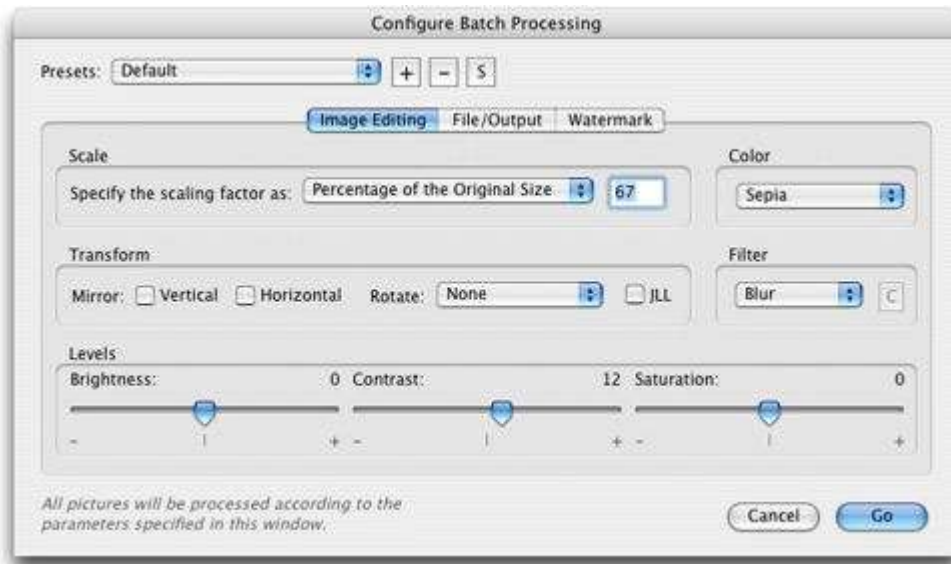
- The operating system name and version
- The version number of PictureTheBatch (see the About window)
- What version of QuickTime is installed (or if it is not)
- A description of what happens
- It may be helpful to send any images that cause any problems

You may also send an email to [support@Q-Technologies.biz](mailto:support@Q-Technologies.biz) if you would like a feature added to PictureTheBatch. Obviously the feature needs to be reasonably in line with the scope of what this program sets out to achieve.

# IMAGE EDITING

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The image editing tab of the configuration window allows you to perform various image editing operations. Including: scale the image, apply a filter, modify the colors, mirror or rotate and even modify the brightness, contrast or saturation. The image editing tab appears below:

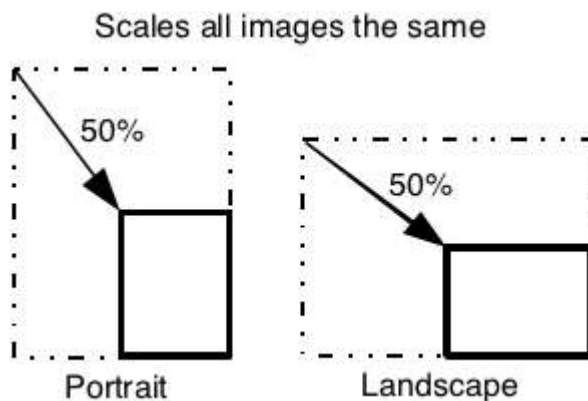


## Scale

Images often need to be resized for various purposes. The options available for resizing are designed to give maximum flexibility and control. All scaling is performed so that the image proportions are retained (preventing image distortion).

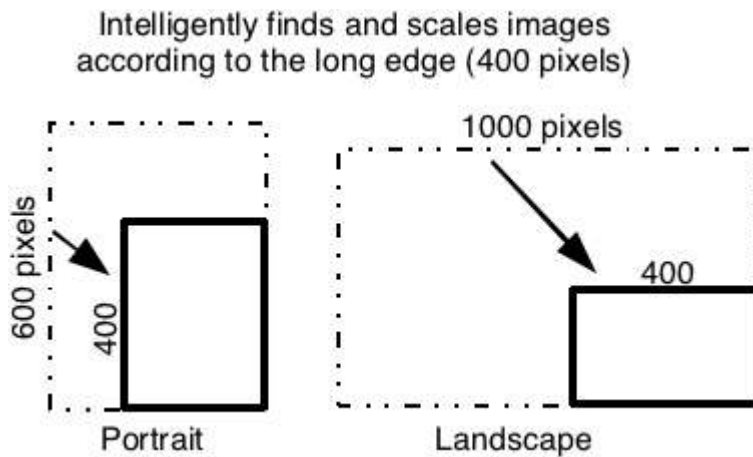
### Percentage of Original Size

This will scale each edge of the image as a percentage of the original size.



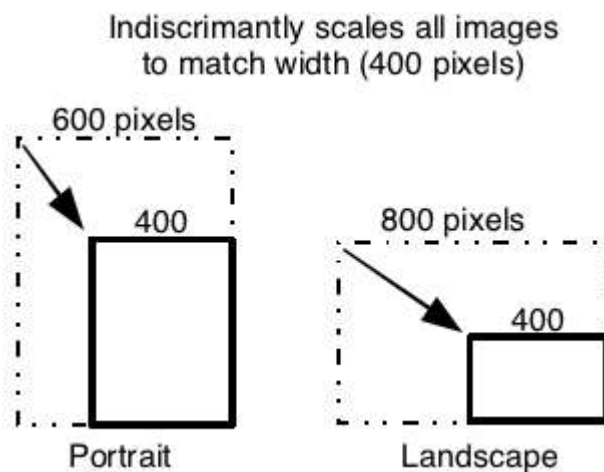
## New Length of Long (or Short) Edge

This will resize the image to match the specified length of the long and short edge respectively. This is handy when a mixture of portrait and landscape photos are being processed, so that will be scaled appropriately.



## New Width (or Height)

This will resize all images to match the width or height specified without recognizing the difference between portrait and landscape.



## Color

### No Change

Leave the colors unchanged. The example photo:



## Black & White

This will remove all color information producing a black and white photo. From a technical perspective it is not merely black and white but uses 256 shades of gray to retain the image quality. For example:



## Sepia

This converts the image to Black & White, but then adds a sepia tone to make the photo warmer. Changing the [preferences/options](#) will allow you specify another color, e.g. rose. For example, using the default Sepia color will produce this image:



## Negative

This is useful to convert a negative into a positive photo image. For example, a negative of a positive:



## Filter

A filter is used to modify the image. The effects can be very subtle (blur) to radical (emboss). None of the filters will convert the image to Black & White, so you may want to specifically set Color to Black & White for some filters, such as emboss or contour.

### None

Does not apply any filter, the example photo:



### Blur

This option can be applied to an image when either a soft focus is required or if the image has been scaled up from a smaller image size (it can help to hide the pixelation that is often apparent when scaling up is done). This method blurs the image by averaging the surrounding pixels out.



### Gaussian Blur

Same as the Blur, but uses a weighted average.



## Sharpen

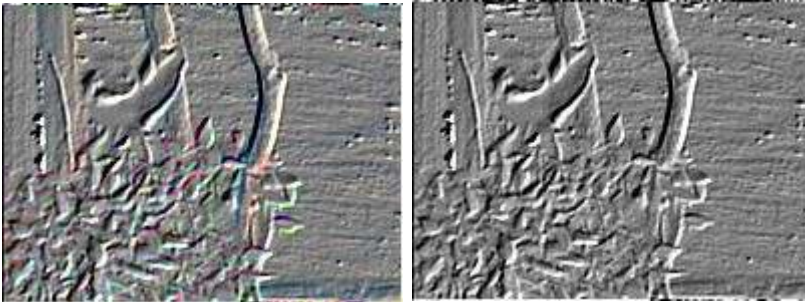
This option can be used try and bring the subject more into focus in blurred images. It is an approximation, so it may not always produce the desired result.



## Emboss

The emboss option simulates a carving of the image:

and with Black & White :



## Contour

The contour option makes an outline of the image:

and with Black & White :



## Highlight

Highlight brighten the colors and bring out more texture:



## Custom

A custom filter can also be specified to allow you do develop your own. When Custom is selected and you click the 'C' button a 5x5 matrix will be presented to you with the last filter selected loaded into the matrix. The matrix operates on each pixel and it's neighbors where the subject pixel is the center field and the surrounding fields correspond to the neighbors. The divisor is used to scale each of the matrix values down (otherwise the image may end up too bright). The offset is added to the pixel color values (not the matrix) and can be used to increase brightness.

You can save your filter to a file and load a previously saved one in. The saved file is an XML file, so alternatively, you can create your filter with a text editor (copy the format of one already saved).

## Transform

### Mirror

Choose one of these options if you would like to mirror the image either horizontally or vertically. The examples below include the original image and the mirrored image:



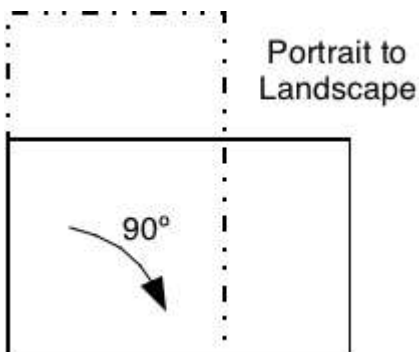
Horizontal Mirror



Vertical Mirror

## Rotate

Choose an option from the popup menu to rotate the image in 90° increments. This is useful if the image needs to be rotated from portrait to landscape or vice versa.



## JPEG Lossless

When this is checked the JPEG image will be rotated without being decompressed. This means the image will not lose any quality. It also means that no other operation can be performed on the image as it is not fully loaded into memory. The other operations are not disabled because this option will be ignored when non JPEG images are processed.

## Levels

The levels can be used individually or together to adjust the exposure of an image.

## Brightness

This will increase/decrease the brightness of the image.

## Contrast

This will increase/decrease the contrast between the shades in the image.

## Saturation

This will increase/decrease the color saturation of the image. This can be used to enhance dull photos.

For example, the over-exposed photo below has been adjusted with brightness -5, contrast +5 and saturation +10:



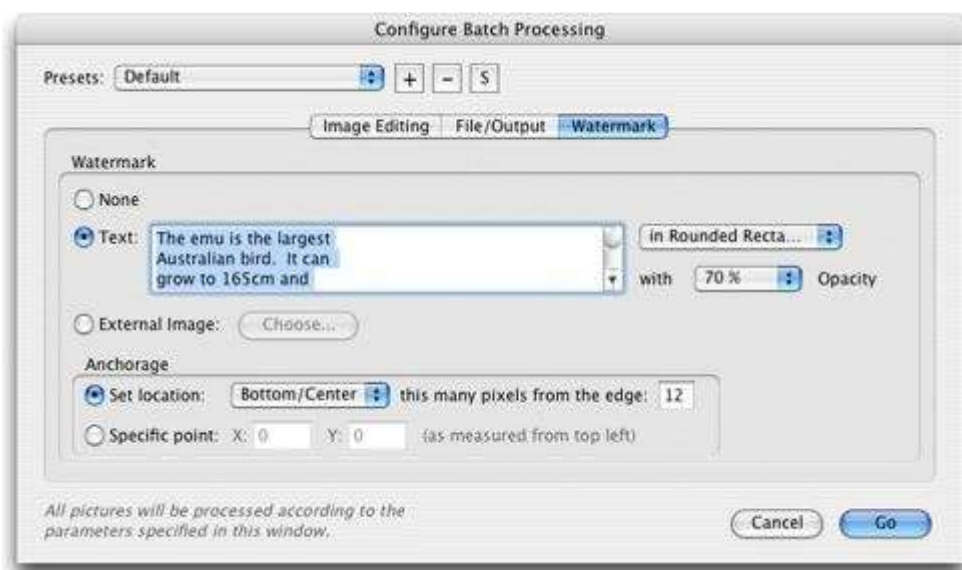
Original

Modified

# WATERMARK

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A watermark can be added to your photos when you need to embed some sort of message. Whether this is the date/time the photo was taken, copyright information or a company logo. You can either enter the text and have the program add it to the images according to chosen style or specify an external image to be used instead. The external image can be used when a simple text watermark is insufficient for your requirements. The watermark tab is shown below:



## Text

This will create a watermark with the text specified and according to the style chosen. Varying degrees of opacity (or transparency, depending on your point of view) can be selected from hardly visible (10%) to very strong (100%). The font size is automatically chosen to be about 2% of the image height, but 9 points is the minimum to ensure it is readable. The box size cannot be specified, but it will be calculated according to the image width or maximum line length and the number of lines (hard returns entered into the text field will be honored). The included styles:

- as outlined text:



- in rounded rectangle:



- in square rectangle:



To insert the Copyright symbol (©) type option+g on the Macintosh and Alt+0169 on Windows. On the Mac, hold the option (alt) key down, type the letter, then release the option key; on Windows hold the Alt key down, type the numbers on the numeric keypad, then release the Alt key. You can find other symbols using 'Key Caps' on the Mac (Classic) and 'Character Map' on Windows.

## External Image

This will overlay the specified image over each image being processed. The advantage of using an external image is that there is no limit to how complex the watermark can be if you have access to an advanced graphics package. The image formats supported for the watermark image are: PNG, JPEG and TIFF (TIFF is only supported on the Mac). PictureTheBatch will use the alpha channel (used for transparency) if it is present.

If the image does not contain an alpha channel, then one can be estimated on the fly (PNG and JPEG). This can be set in the application [Preferences/Options](#). Basically the whiter something is the more see through it will become. Generally this will produce a good result, but in some instances it will not (e.g. when the background is dark or the main subject in the watermark is light). If this functionality is not desirable, then uncheck the option in the preferences. Bear in mind, that without this option, JPEG images will put a white rectangle over your image as shown in the examples following.

As can be seen from the examples below, the PNG option is by far the preferred method for adding a watermark using an image. Of course, you are not limited to images containing text, you can overlay any image as your watermark.

This example overlays a PNG image with a transparent background:



This is an example of a JPEG image being used as the watermark, with and without the 'estimate alpha channel' option on:



The table below lays out the formats that support an alpha channel:

<b>Format</b>	<b>Alpha Channel</b>	<b>Estimate Alpha Channel</b>	<b>Platform</b>
PNG	yes	yes	Mac/Win
JPEG	no	yes	Mac/Win

TIFF	yes	no	Mac
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## Anchorage of the Watermark

The watermark can be placed anywhere on the images being processed. There are two methods of placement: using a set location or specifying a point. The set locations do not offer the same precision as specifying a point, but they do make it easy to get the rough location correct.

### Set Locations

Choose one of the predefined anchorage points from the following options:

- Top/Left
- Top/Center
- Top/Right
- Center/Left
- Center
- Center/Right
- Bottom/Left
- Bottom/Center
- Bottom/Right

In addition you can specify the number of pixels the anchor point is from the edge of the image. This will be for both edges when anchored to a corner and only the one edge when in the middle of an edge.

### Specific Point

If you need to put the watermark in a precise location then use this option. The X value corresponds to the number of pixels from the left edge of the image to the left edge of the watermark. The Y value is between the top of the image and the top of the watermark.

# FILE/OUTPUT

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The File/Output tab of the configuration window is where the file related information is specified (shown here).



## File Management

### Overwrite

Select this option to overwrite the original file with the processed file. Use this option when you are already working on a copy; it is not generally advisable to use this option when processing your only original (though it might be appropriate to use this option for a JPEG lossless rotate). The 'Options for new files' fields are dimmed as they are not relevant when this option is selected.

If conversion to another format is performed, then the original file will still be overwritten with the converted one, even though the name has changed (or, more correctly, the file extension has changed).

### Create a new File

Select this when you want to leave the original file that was dropped untouched. The resulting processed file will be a copy. This copy can be created in another folder and/or with a suffix added to the original filename.

## **Image Output Format**

### **Keep Pictures in their Original Image Format**

This will keep all images being processed in their original format. This is useful when you need to process a range of image formats, but do not want to convert them to any particular format. If a file cannot be saved into it's original format (e.g., if that format can only be opened, but not saved) then the menu allows you to specify what format to use instead.

### **Save all Pictures in this Format**

This will save all images being processed into the designated format regardless of their original format.

### **Target Size for JPEG**

Specify the file size (in kilobytes) you would like the JPEG images to be when they are re-compressed (saved). This will override any quality setting chosen on the slider. There is a lower limit for the file size where the quality is regarded as the minimum possible - it is equivalent to quality of 0%. This option is ignored for other image formats.

## **Quality**

Some image formats (such as JPEG) support compression within the image to save file sizes. Quality can be viewed as the inverse of compression, i.e the higher the quality, the less compression will be used.

The quality slider can be used to specify the desired quality. Generally this should be a high value, unless you are really trying to get the file size down. A value of 100% will still result in compressing a JPEG which means there is still some loss of information due to the nature of JPEG (albeit negligible).

In short, the higher the quality the larger the resulting file size, but if the quality is too low the appearance of the photo will degrade.

### **Keep EXIF Data**

Check this box when you would like to retain any information the digital camera (or other software) has previously added to your image. This feature is only supported for TIFF and JPEG formats.

### **Embed Thumbnail**

This will generate an internal thumbnail representation of the image. Thumbnails are used by some applications to give you a quick preview of your photo.

On the Macintosh this option will create a thumbnail as the image's file icon, it will also embed an EXIF thumbnail if 'Keep EXIF data' is selected.

On Windows the thumbnail is stored in the EXIF data, so this option is only available if 'Keep EXIF data' is selected (and QuickTime is installed).

# SUPPORTED IMAGE FORMATS

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Format	Mac OS X	Windows	Windows w/QuickTime
JPEG	X	X	X
JPEG 2000	X	-	-
TIFF	X	-	X
PNG	X	-	X
Macintosh Picture (PICT)	X	-	X
QuickTime Image Format	X	-	X
Windows Bitmap (BMP)	X	X	X
MacPaint	X	-	X
PhotoShop	X	-	X
Targa	X	-	X
Silicon Graphics Inc. (SGI)	X	-	X

'X' denotes support of both opening and saving in format

'-' denotes cannot open or save format

Please note that while some of these formats support multiple images and layers within the one file, PictureTheBatch will only process and save the first one encountered.

# PRESETS

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The Presets popup menu (pictured below) allows you to choose between various scenarios that have previously been saved.



Some examples are:

- **Get some pictures ready for the web** - convert all pictures to JPEG with 75% quality, add the suffix '\_for\_web' to their filename, make sure their longest edge is 640 pixels and put the resulting files into your 'Documents' folder.
- **Rotate some digital photos from landscape to portrait** - Rotate 90° Clockwise, tick the JPEG lossless option and choose to overwrite the original.
- **Create an embossed image** - Select color as Black & White and use the Emboss Filter.

## Add New Preset

When you click the '+' button or choose 'New' from the 'Preset' menu a dialog will be presented (as pictured below) that prompts for name of the preset. Once you type a name in and click 'OK' a new preset will be created based on all the current settings.



## Remove Preset

When you click the '-' button or choose 'Remove Selected' from the 'Preset' menu the currently selected preset will be removed and the next one down will become the selected preset (and will load its values).

## **Save Preset**

When you click the 'S' button or choose 'Save Selected' from the 'Preset' menu the current preset will be saved, allowing you to recall it another time.

## **Restore to Factory Defaults**

If you would like to load in the default presets that ship with PictureTheBatch choose 'Restore to Factory Defaults' from the 'Preset' menu. This will remove all user defined presets and load in the defaults. This may be required if the preferences file has become corrupt, or you would just like to start creating your own again using the defaults as templates.

# PREFERENCES/OPTIONS

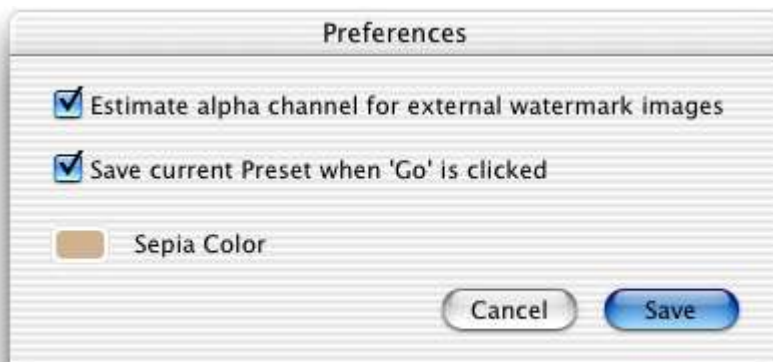
---

The Preferences/Options dialog is shown below:

## Options dialog on Windows



## Preferences dialog on Mac OS X



## Estimate Alpha Channel

When this option is ticked and an image without an alpha channel is used as the watermark an alpha channel is estimate on the fly. This will essential assume that white is transparent, black is opaque and everything in between is partially transparent. This will work particularly well for JPEG images (they do not support an alpha channel) with a white background and a fairly dark foreground. See the [Watermark](#) section for a more detailed discussion of alpha channels.

## Save Current Preset

Ticking the option 'Save current Preset when 'Go' is clicked' will automatically save the

currently selected Preset with the current parameters. If this option is not ticked then changing the parameters will not affect the current Preset unless you explicitly save it.

## **Sepia Color**

The program ships with a default color for Sepia. There is no exact definition of what this color should be, so you have the option to change it match your tastes. You can even change it to an entirely different color, such as red - if you wanted to add a rose tint.

# LICENSING

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## Terms

Please see the included Licence agreement for legal details; this is a high level overview. The Licensing of PictureTheBatch falls into 4 categories:

- **Demonstration Licence**

This is the default. Unless another licence has been purchased, you are only allowed to use the program for demonstration purposes.

- **Single User Licence**

This will allow you to use the program on one computer and only one user may use it at a time.

- **Multi-User Licence**

This licence term permits you to enter the licence Keys only on the number of computers that corresponds to the number of licences purchased. The total number of users using the Program at any time cannot exceed the number of licences purchased.

- **Site Licence**

This licence term permits you to enter the licence Keys on all computers at the agreed site without restriction on how many users can use the software at one time.

## Setting up Multiple Installations

If you have a multi-user or site licence you can copy the file the licence keys are stored in to each computer, rather than having to manually enter the keys on each computer.

### Mac OS X

The licence keys are stored in `/Library/Preferences/biz.q-technologies.picturethebatch.plist` if you entered them with administrator privileges. If they were not installed with administrator privileges then the file will be `~/Library/Preferences/ByHost/biz.q-technologies.picturethebatch.plist` (where `~` represents the home directory location).

Copy this file to /Library/Preferences on each host you have purchased a licence for.

## **Windows**

The licence keys are stored in the system directory (e.g. C:\WINDOWS\SYSTEM32) in a file called biz.q-technologies.picturethebatch.key.

Copy this file to the system directory of each host you have purchased a licence for. Please note that on Windows 2000 and XP a 'Limited' user cannot successfully enter the licence keys, but will be able to use the program once it is registered by a 'Computer Administrator'.