

To resize pictures for the internet using your windows outlook software:

You must have Outlook configured on your Computer for this to work.

STEPS

- 1- Create a folder on desktop to put the pictures into after resized,
to do so Right Click on Desktop and create a folder Pic4Web
- 2- Insert your disc into your usb port or sd slot to view the pictures
- 3- Select the Folder and view pictures
- 4- Holding down the control key select pictures one at a time
- 5- When finished selecting pictures, release ctrl key, move mouse over one of the selected pictures, right Click, - Select - Send to Mail Recipient, select - make all pictures smaller, select done
- 6- Wait for your outlook to open with all pictures resized in the attachment area.
- 7- To email to someone, insert their email address and send

or

- 8- Move pictures to the folder Pics4Web on desktop, Highlight all the pics and drag to the folder on desktop Pic4Web and drop
- 9- In the folder you can rename your pictures if desired

You can then upload your pictures to your website, facebook or wherever on the web you desire.

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