

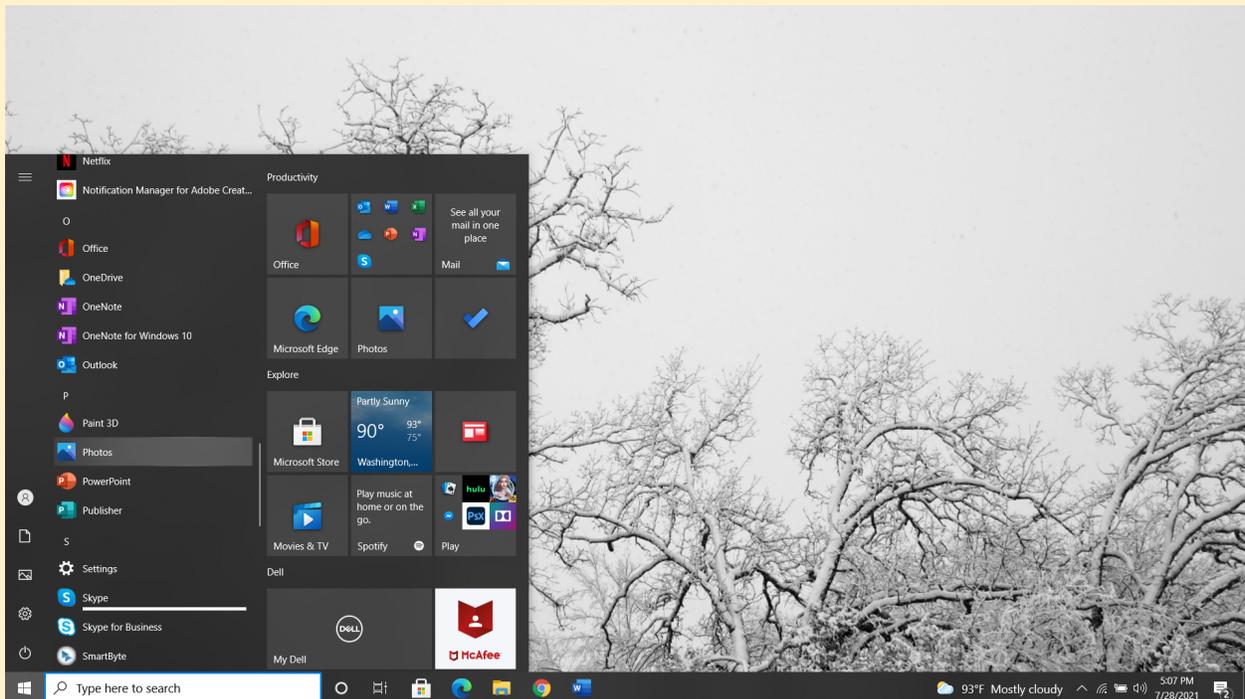
How to Enhance Images with Windows 10 Photos Editor

If you like taking simple photos for fun and/or a hobby, but do not have access to fancy—and often expensive—programs like Adobe Photoshop, you can use the Windows 10 Photos Editor. You will need the following items to utilize these instructions effectively for photo editing:

- Device (laptop, desktop, etc.) with Windows 10 installed
- A copy of an image for editing***

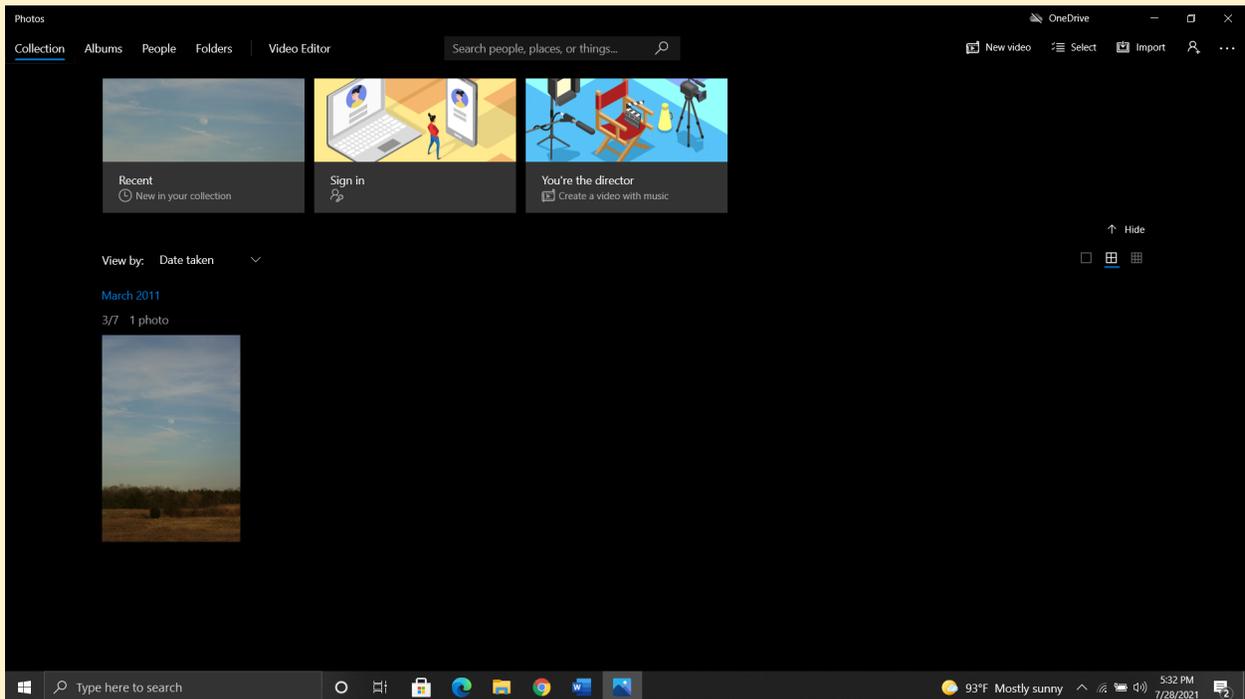
***** always use an image copy instead of the original in case you do not like the edits you make**

First, check to ensure you have the application accessible on your device. Click the Windows icon to open the Start Menu and scroll down to locate the Photos application:



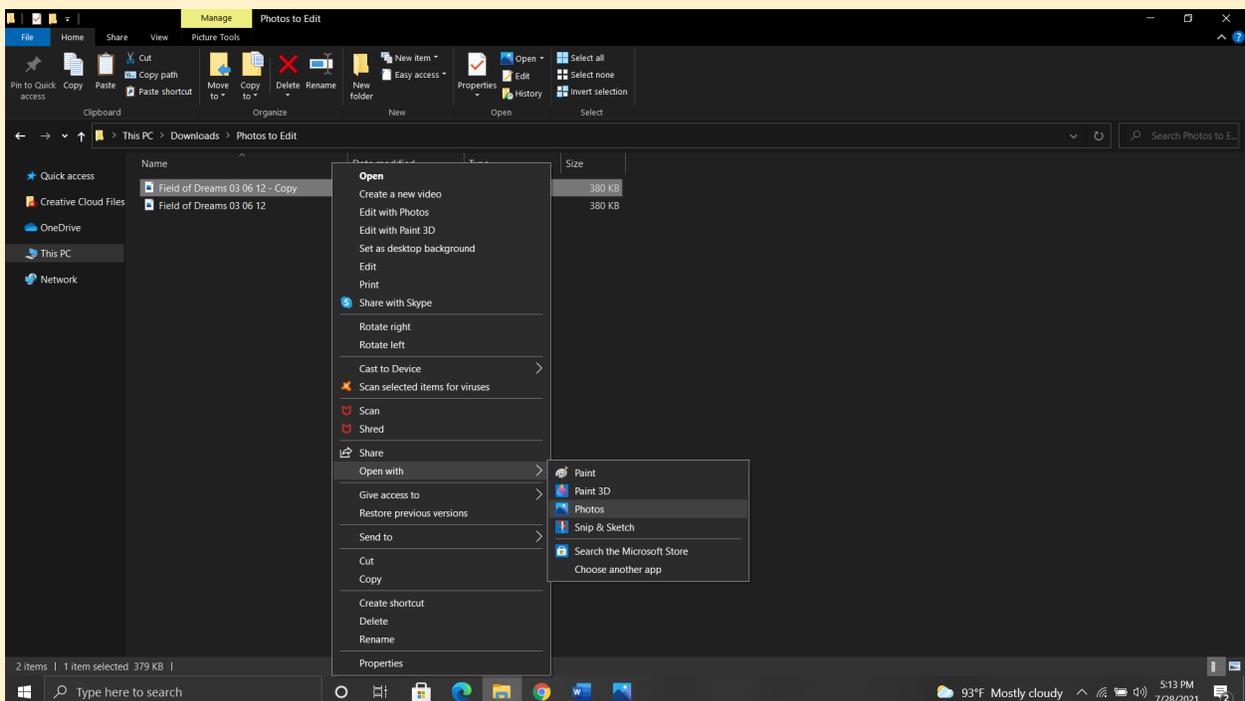
Now you have **two options**:

1. Click the icon and it will open to display “Collections, Albums, People, Folders, Video Editor” to search for any relevant content stored on your device.

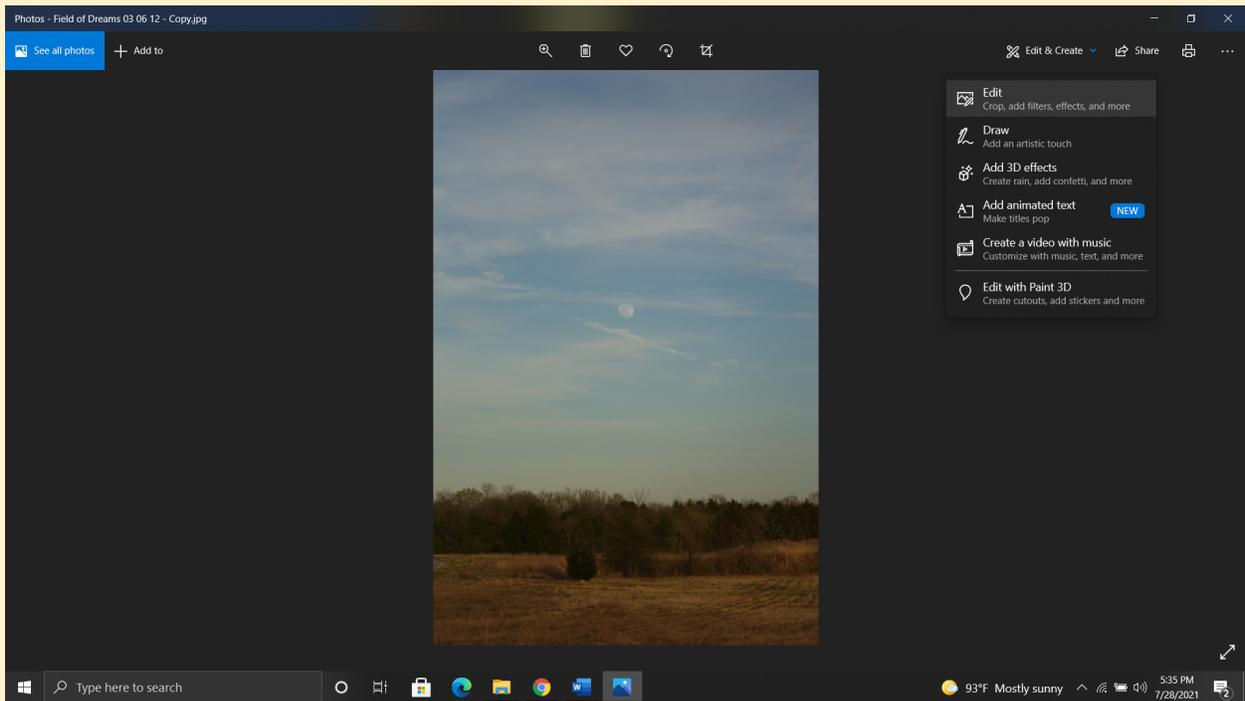


OR

2. Locate the photo you want to edit in a folder, right-click the image, and select “Open with” and Photos” to load up the image.

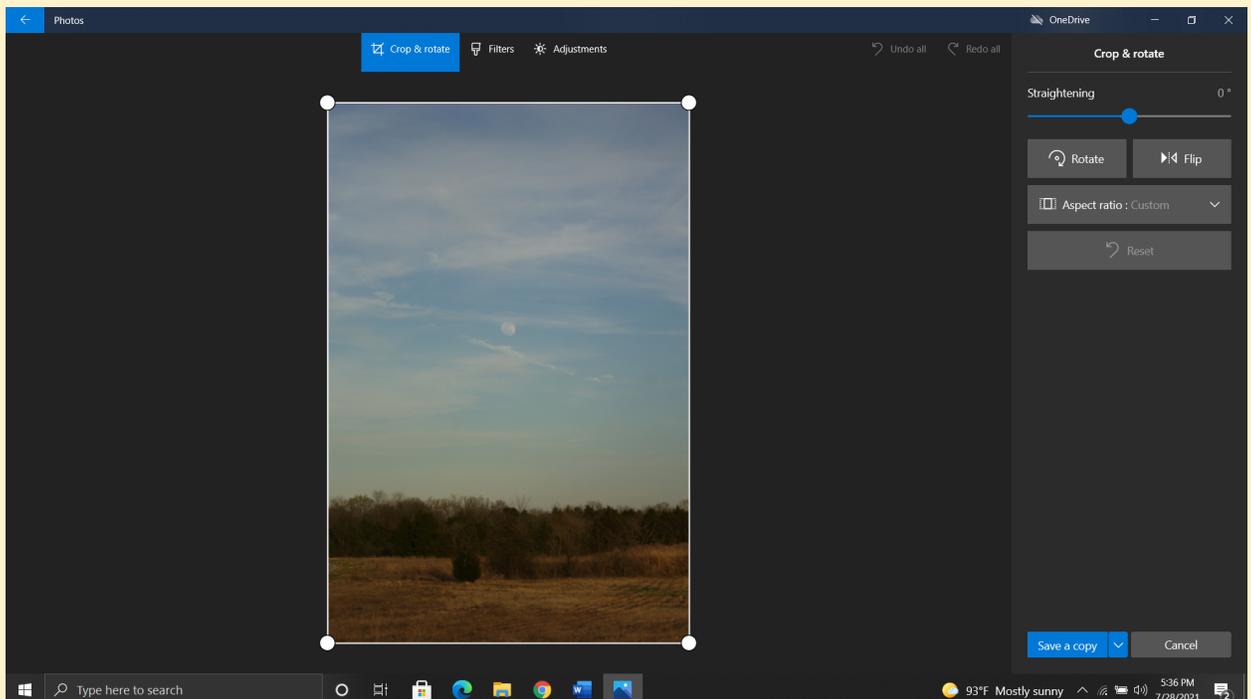


Once you have your image on the screen, the application allows you to Edit, Draw, Add 3D Effects, Add Animated Text, Create a Video with Music, and/or Edit with Paint 3D.

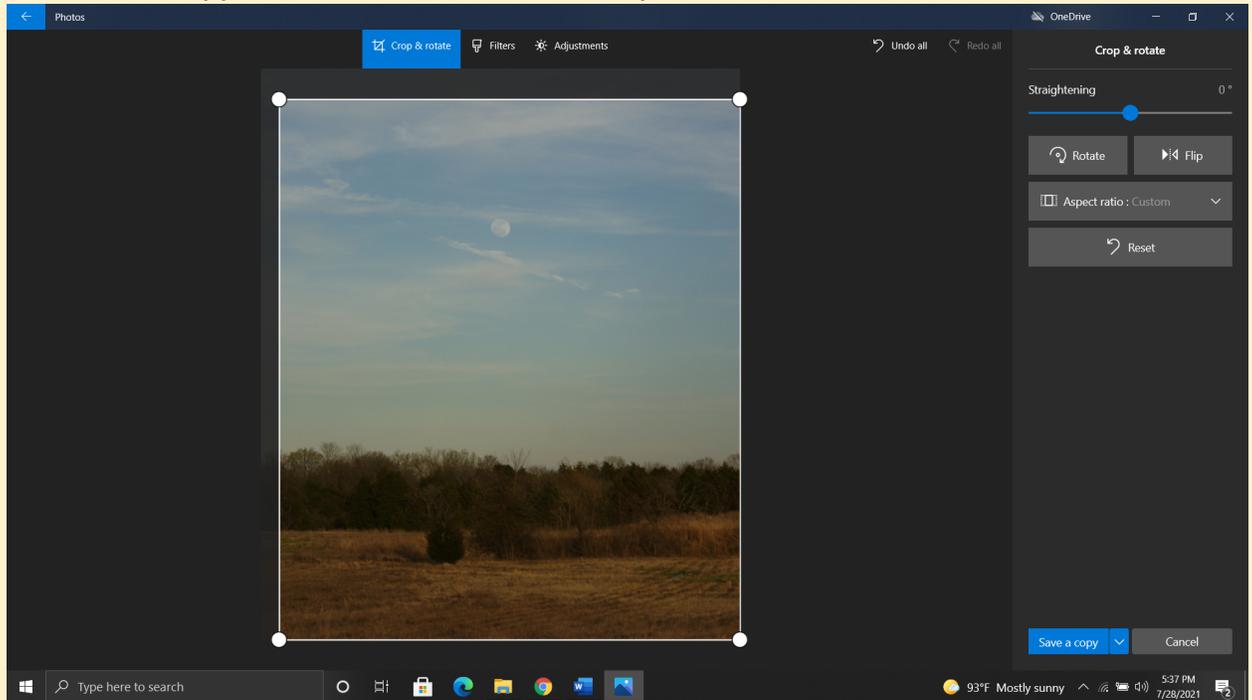


For this handout, we will focus on the “Edit” option to perform a simple crop (framing of the photo) and color adjustment. Here are a few steps to follow that will help you complete this objective:

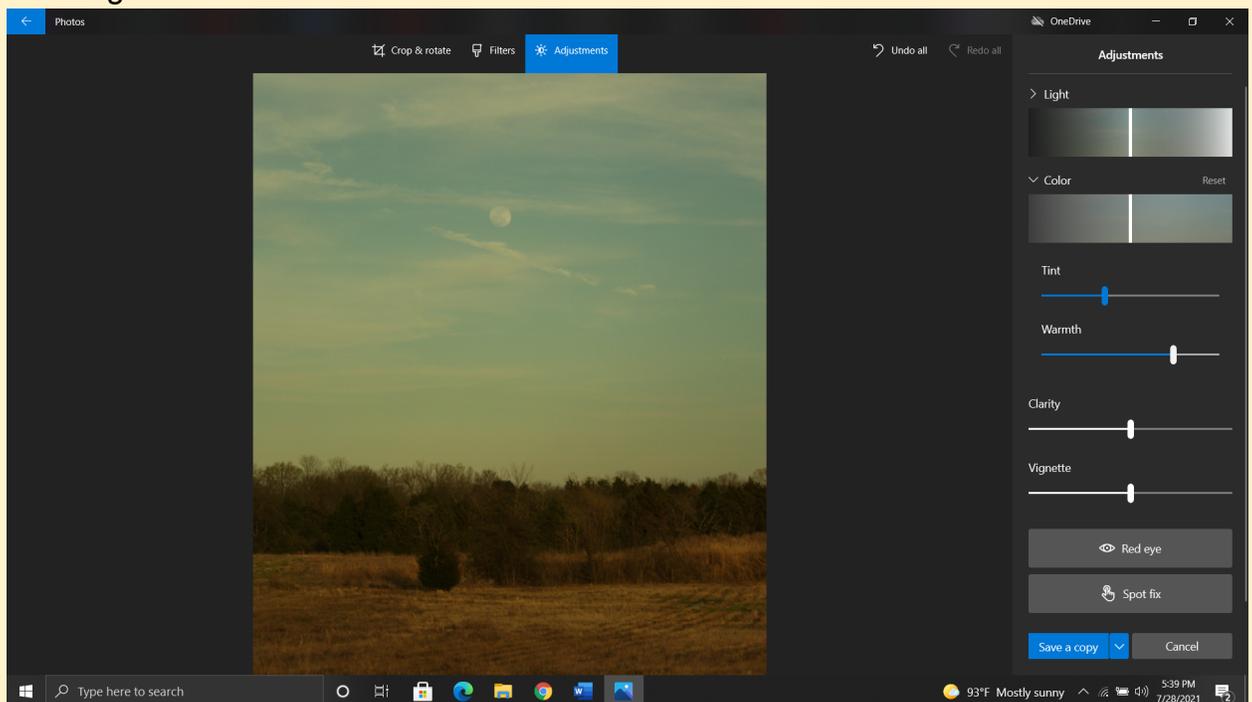
- A. After selecting “Edit” from the previous screen, you will see “Crop & rotate” “Filters” and “Adjustments” at the top of the image. “Crop & rotate” will automatically position a frame around the image that can be manipulated by using your mouse, touchpad, or stylus to crop the new image. Other options—Straightening, Rotate, Flip, Aspect Ratio—allow additional format alterations.



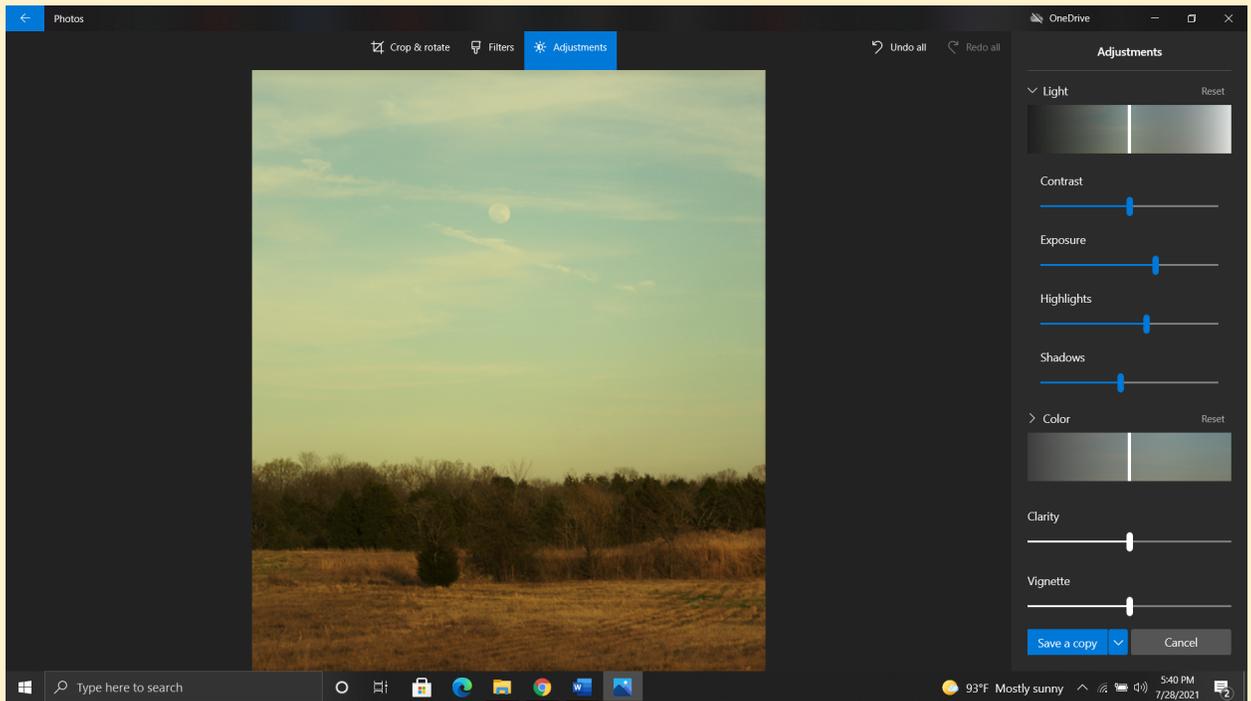
- B. In this example, some of the sky and a partial amount of the left side of the photo will be cropped out to create a more central focus on the moon and balance between the upper and lower contents of the photo.



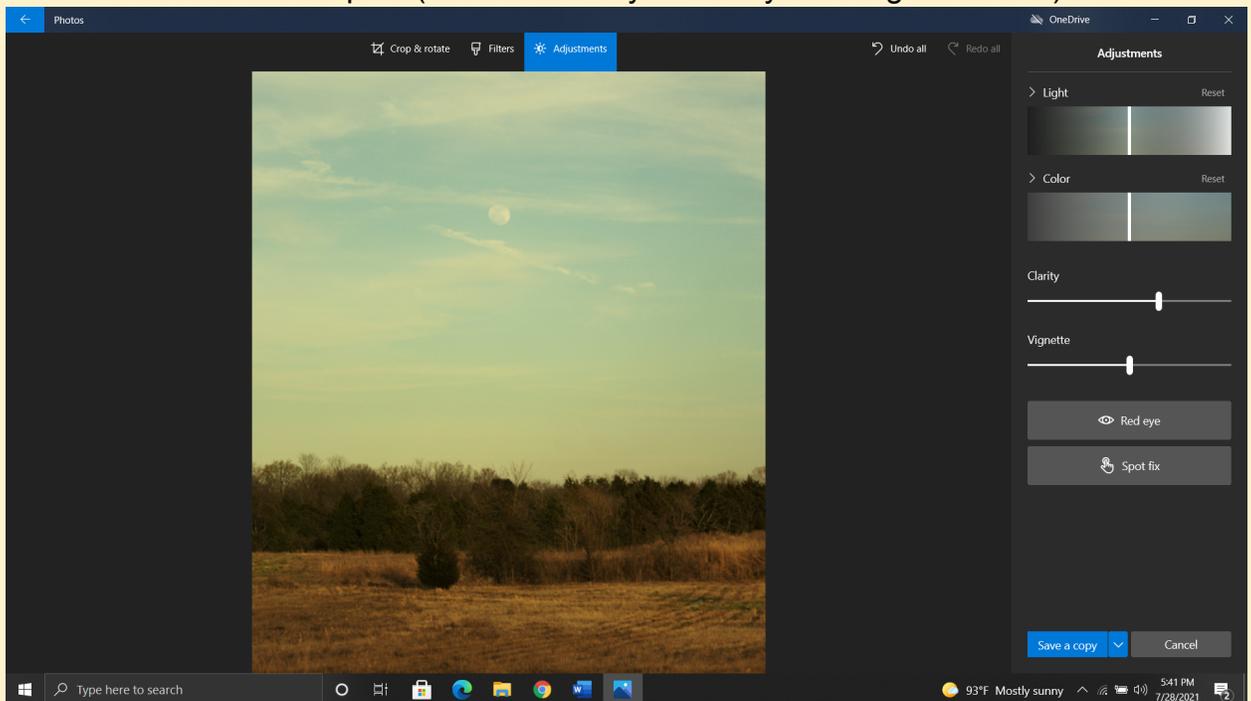
- C. Next, click on the Adjustments tab. This will automatically accept your crop changes and provide a menu for Light, Color, Clarity, and Vignette options. For this photo, Tint is decreased (shifted left from 0) and Warmth is increased (shifted right from 0) under the Color drop-down menu to create a moodier, darker feel to the image.



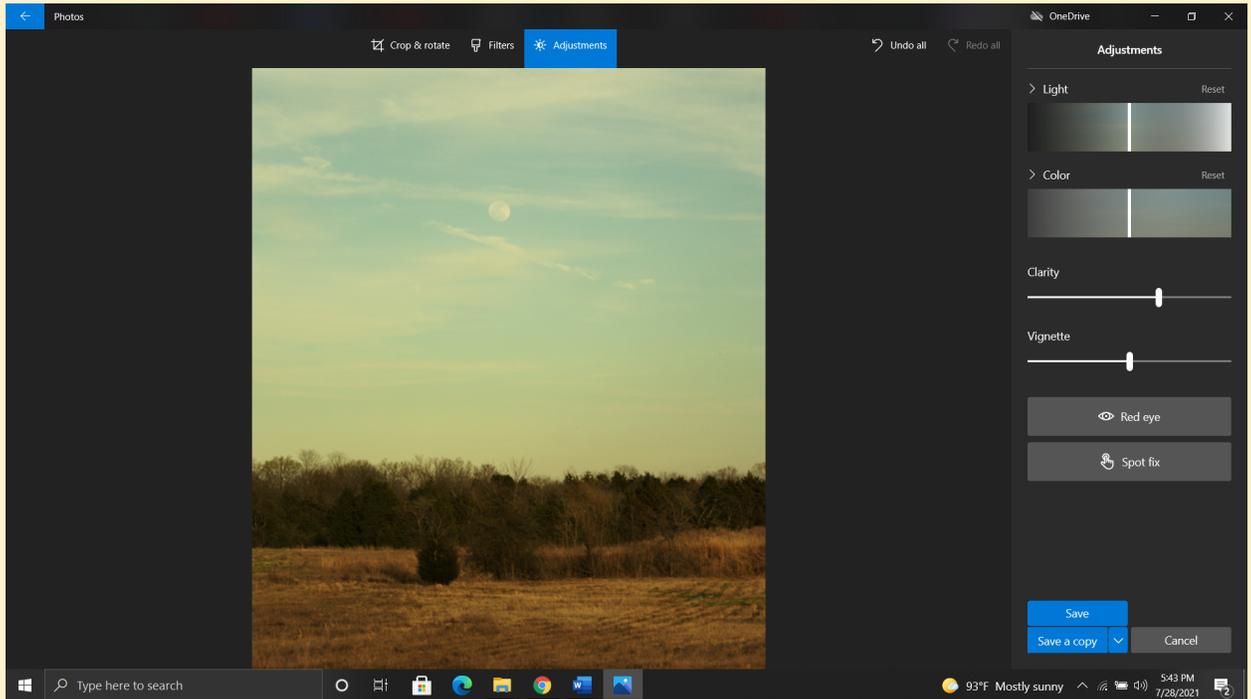
- D. Under the Light drop-down menu, both Exposure and Highlights are increased to lighten and brighten the image. The photo will still appear heavier in tone, but the lightening will help maintain the same time-of-day sense from the original.



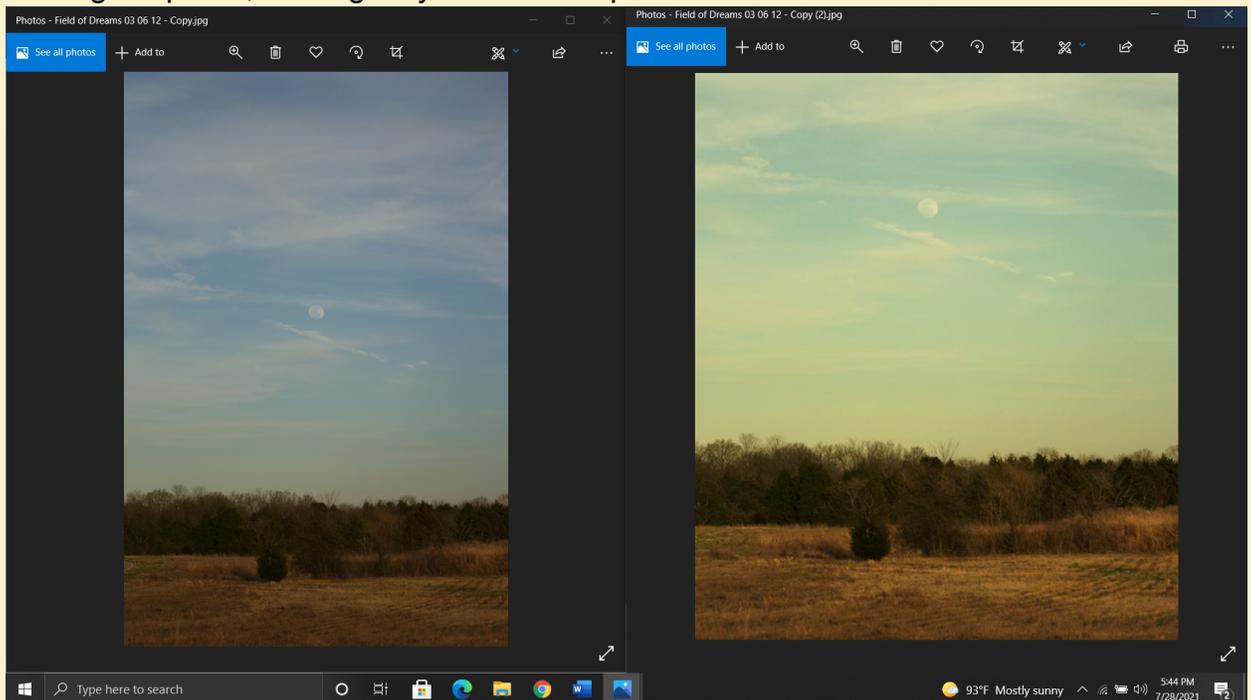
- E. If the photo seems blurry or could be crisper in detail, you can use the Clarity slider to increase that aspect (or decrease if you want your image softened).



- F. Finally, use the “Save a copy” button to finalize your image. This will avoid overwriting/replacing the original photo; however, if you want to replace the original image, simply click “Save” which will overwrite/replace the original.

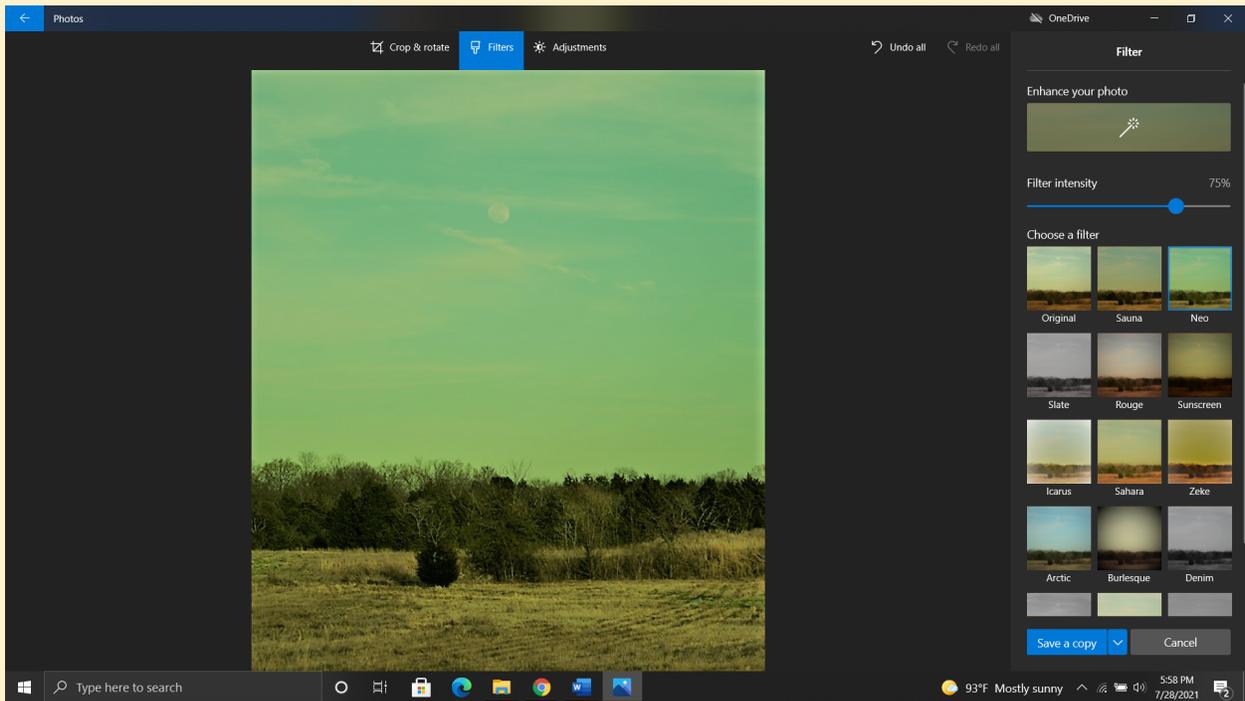


G. Now, you can go back and use the Photo Editor to load up the original and the newly-edited image to compare them side-by-side and evaluate the results. If you don't like the edited version, you can always go back to the drawing board with the original photo, as long as you did not replace it with the new version.

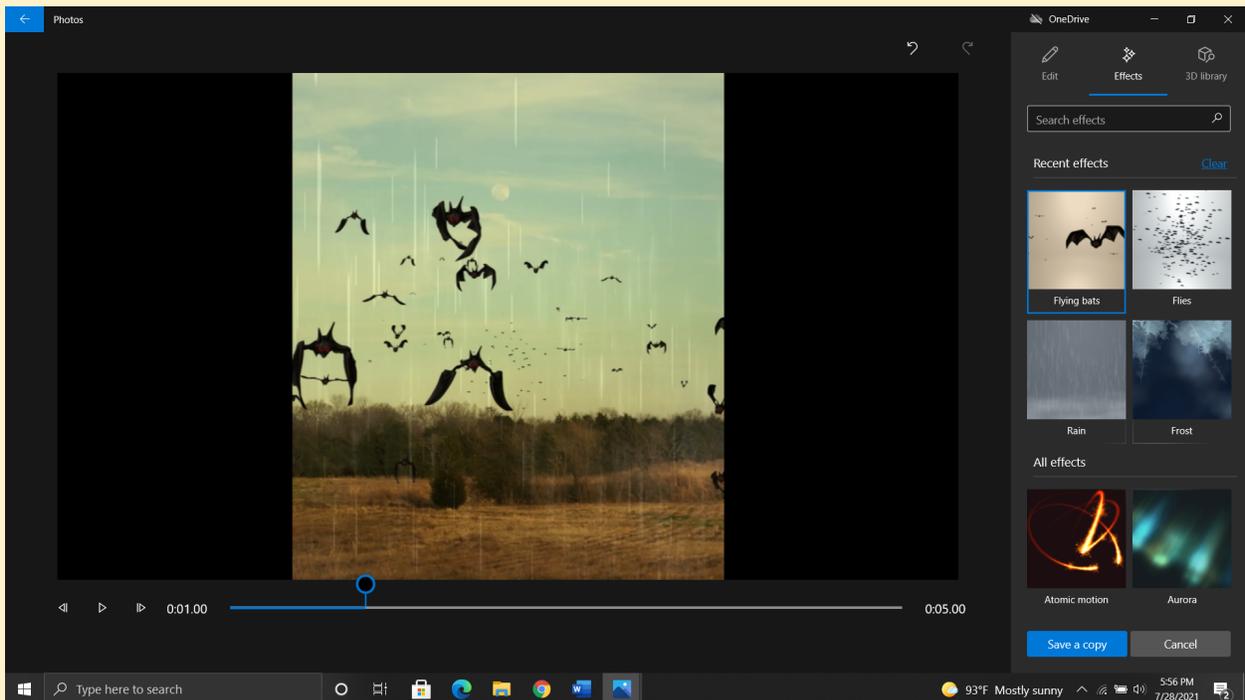


Printed your photo for display, use it as a wallpaper image on your device, and more!

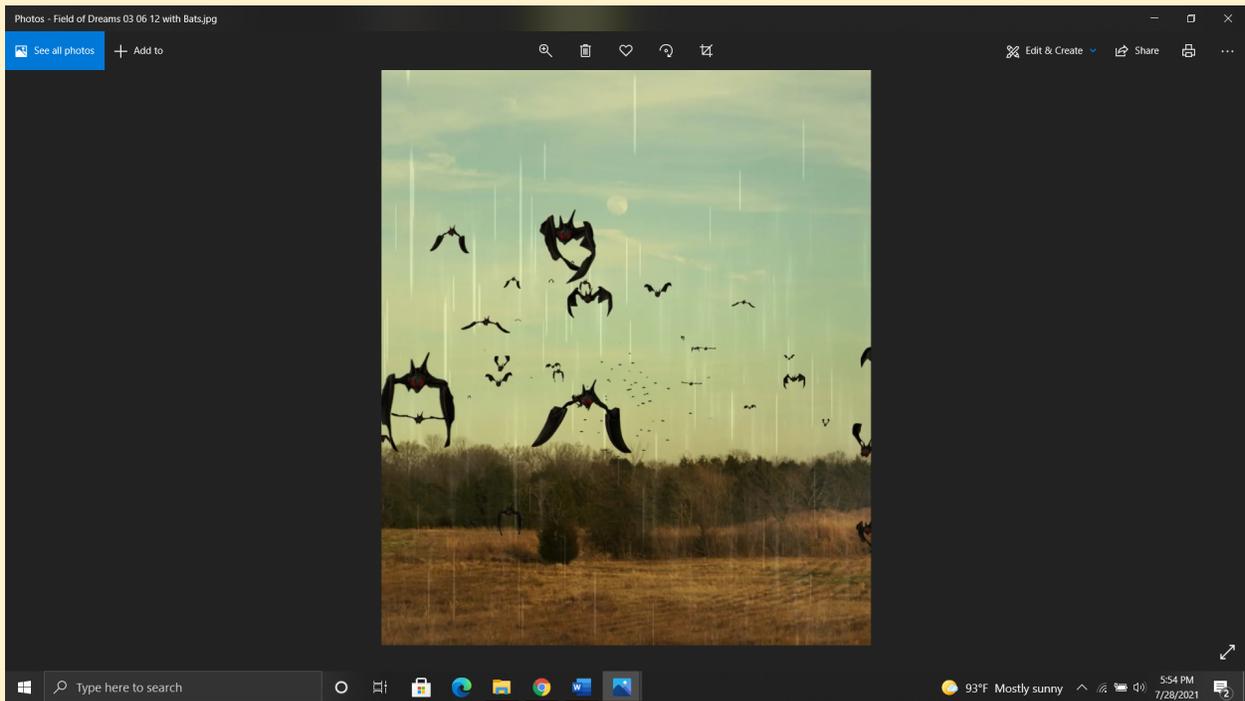
Keep going! Play around with the Crop & Rotate and Adjustment settings to edit other photos for practice and to identify what you like and do not like to create a personal style for your images. Additionally, the Filter option can be used to achieve overlay effects common to social media like Instagram:



Feeling adventurous? Return to the main image screen (instruction #2) and select the Add 3D Effects option. You can add weather conditions, insects, movement, and sounds to create something whimsical as a video like this:



And that video can be screen-captured and cropped to create a photo like this:



Remember! Only edit photos for which you hold the copyright; it is illegal to edit someone else's photo without their express permission and/or a licensing that allows you to make changes to the existing image.

Happy Editing!