

User Guide for IRFANVIEW



What is IrfanView?

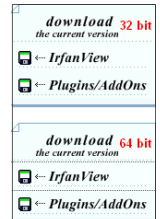
IrfanView is a very fast, small, compact and innovative FREEWARE (for non-commercial use) graphic viewer for all versions of Windows,

It was created in Austria by a Bosnian, Irfan Skiljan. The first version was released on 1 June 1996. Since then it has been further developed with many updates.

It tries to be simple for beginners, and powerful for professionals.

Download IrfanView

1. Download from www.irfanview.com
2. Click on **IrfanView** in the 32 bit or 64 bit box; click **Download Now**
3. In window "You have chosen to open" click on **Save File**




Install IrfanView

1. Install from the "Downloads" folder: open **iviewXXX_x64.setup.exe** (or **iviewXXX_setup.exe**)
2. The "Welcome to IrfanView Setup" window opens; uncheck "Create IrfanView thumbnails shortcut on the desktop" box; click **Next**;
3. For "What's new in this version?", click **Next**
4. For "Do you want to associate extensions with IrfanView?"
 - a. **Images only** for IrfanView as your default application for viewing pictures
 - b. **Select all** as default application for pictures, videos, and audio
 - c. Or otherwise **None**
 - d. Click **Next**
5. "Ready to Install": click **Next**; "Are you really sure?": click **Yes**
6. "Installation successful!": uncheck "Visit IrfanView FAQs homepage" box to uncheck it; click on **Done!** (IrfanView opens); maximise the window.

Some suggested adjustments

1. Display pictures to fill the screen: click on **View > Display Options > Fit images to window**
2. Change the background colour of the screen: click on **Options > Properties/Settings > Viewing > Choose**; click on a colour box (e.g. grey); click **OK**; click **OK**

Open Pictures in IrfanView

1. If IrfanView is the Default App for Pictures: locate and double-click on a file in *File/Windows Explorer*.
2. If IrfanView is open: click on the Open icon  in the toolbar; OR: click on **File > Open**; OR: press **O** – then locate and double-click on the file in *File/Windows Explorer*.
3. If you have placed a picture on the Clipboard (e.g. using *PrintScreen*): press **Ctrl + V**

View the Next/Previous Pictures in a Folder

Click on the arrows   in the toolbar

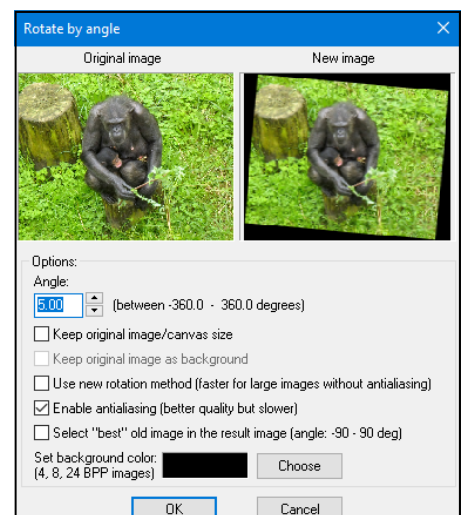
OR: press the Right/Left cursor arrow key

Rotate a Picture 90°

Click on **Image > Rotate Left** (counter-clockwise) or **Image > Rotate Right** (clockwise)

Straighten a Picture

1. Click on **Image > Custom/Fine Rotation**
2. Type in Angle (*degrees; "-" if anticlockwise*); click on **OK**
3. Crop to remove the border area (*see later section*)



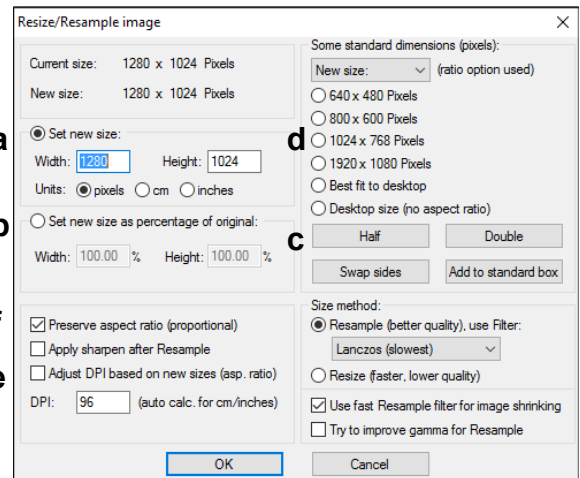
Change the File Size of a Picture

1. Click on **Image > Resize/Resample**

*Making a picture smaller reduces the file size (useful for emailing pictures) – see (f) below.
For the following “Preserve aspect ratio (proportional)” must be selected.*

2. Either:

- Enter a new width or height (*these are in pixels; dimensions can also be set as centimeters or inches*);
- Click on **Set new size as percentage of original** button; enter a percentage for width or height;
- Click on **Half** or **Double**;
- Click on one of the preset sizes (*640 x 480 pixels, etc*)
- (Optional) For better quality printing, type in a higher value for “DPI” (dots per inch) — printers commonly print with 300 or 600 DPI (*this will change the file size*)



3. Click on **OK**

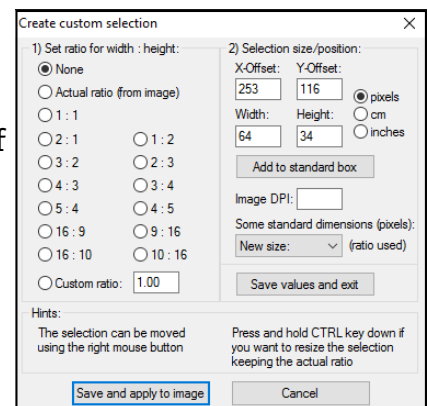
Crop a Picture

(a) **Without Retaining the Original Ratio**

- Hold down the left mouse button, draw a rectangle to enclose the part to be retained
- Adjust the size by dragging the borders.
- Move an area with the right mouse button.
- Finalise a cropped area: click on **Edit > Crop Selection**

(b) **Select a Ratio for your Crop**

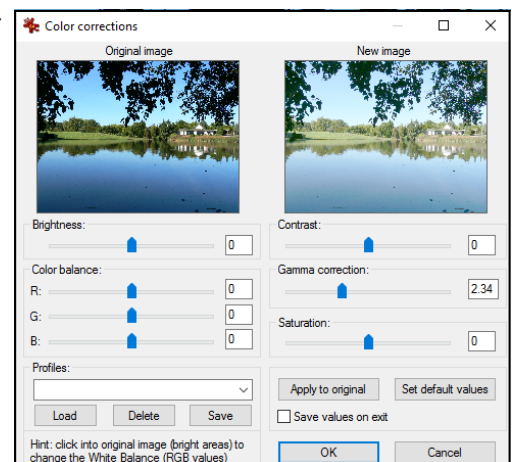
- Click on **Edit > Create custom selection**
- Click on one of the ratios: “Actual ratio (from image)” or one of the other options (1:1, 2:1, etc.)
OR: Set the Width and Height (select pixels, cm, or inches), and DPI (dots per inch) in boxes at the right.
- Click on **Save and apply to image**



Adjust a Picture's Quality

Colour Corrections: click on **Image > Color Corrections**

- Make adjustments**: Move the sliders; OR click on a slider and press the Left and Right cursor keys (*adjustments are shown in changes in the right-hand picture*).
 - Brightness**: adjusts the brightness.
 - Contrast**: adjusts the contrast.
 - Gamma correction**: adjusts Brightness and Contrast together (*very useful*).
 - Color balance**: separate adjustments for Red, Green, Blue.
 - Saturation**: adjusts the colour intensity
- When satisfied, click on **OK**



Sharpen: Click on **Image > Sharpen**

Remove Red eye from a Picture

- Draw a rectangle around the red part of the eye
- Click on **Image > Red eye reduction (selection)**

Convert a Picture to Greyscale

Click on **Image > Convert to Greyscale**

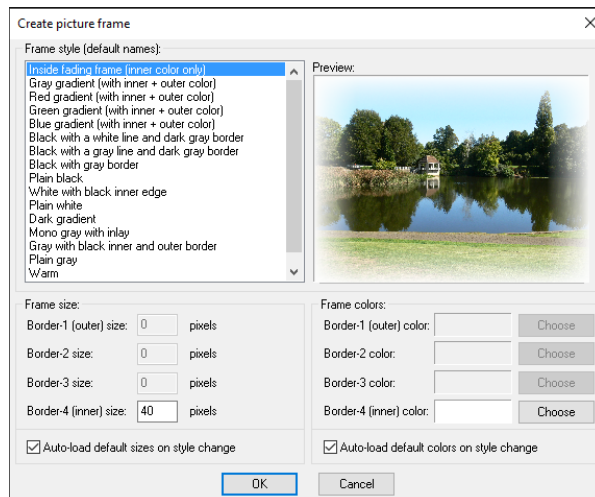
Change a Picture Using "Effects"

There is little or no change with most of the Effects – the most useful is Sepia.

1. Click on **Image > Effects**
2. Select one of the Effects: 3D Button, Blur, Emboss, Oil Paint, Edge Detection, Median Filter, Explosion, Pixelize, Sepia, Raindrops.
3. Undo (*press Ctrl + Z*) before you try another.

Add a Border to a Picture

1. Click on **Image > Add border/frame**
2. Select the **Frame style** from the options in the box
3. Change the width of the border(s) if desired (pixels)
4. Change the colour of the border(s) if desired: click on **Choose**, select a colour
5. Click on **OK**.

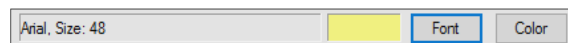


Clear a Picture from the Screen


Press **D**

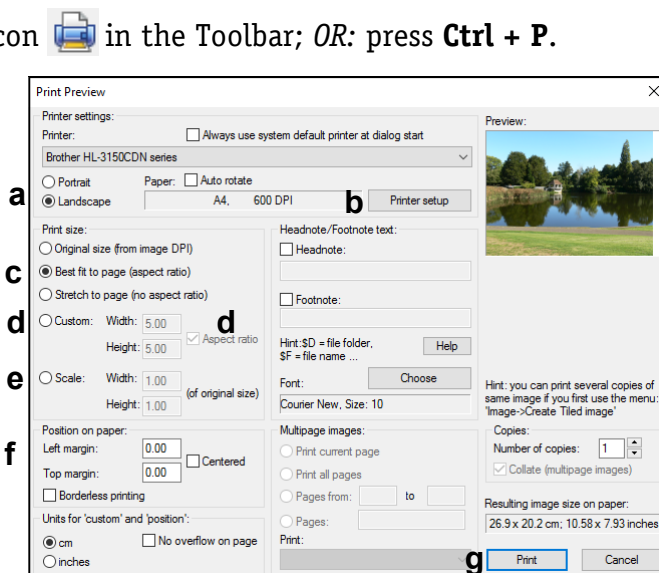
Insert Text Into a Picture

1. With the mouse, draw a rectangle where text is to be placed.
2. Click on **Edit > Insert text**
3. Type the text in the "Text" box.
4. Make changes to the font: click on the "Font" box to make changes to "Font", "Font Style", and "Size" (*make this at least 48pt*), and on the "Color" box to select the Font Colour.
5. Click on **OK**; click on **OK**




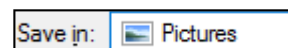
Print a Picture

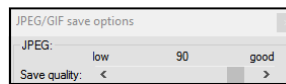
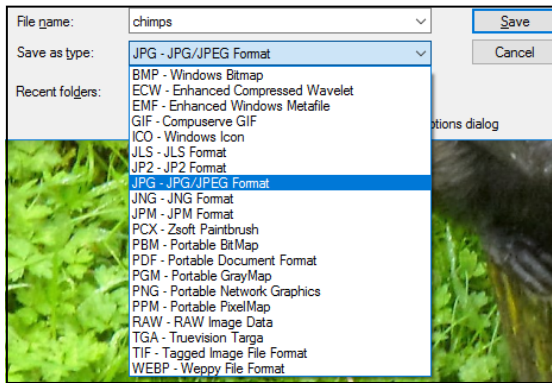
1. Click on **File > Print**; *OR*: click on the Print icon  in the Toolbar; *OR*: press **Ctrl + P**.
2. Make sure the correct printer is selected and turned on.
 - a. Select "Portrait" or "Landscape"
 - b. Click on **Printer Setup > Properties** to select best choices for paper and colour.
 - c. To print full size of the page: select "Best fit to page (aspect ratio)"
For smaller sizes (select "cm" at bottom)
 - d. With "Custom" selected and "Aspect ratio" ticked, type in the Width or Height; *OR*
 - e. With "Scale" selected, type in identical Width and Height values, as decimals.
 - f. Adjust the "Position on page" values if desired.
 - g. Click on **Print**



Save a Picture (*illustrations are over page*)

1. Click on **File > Save as**; *OR* click on the **Save icon** ; *OR* Press **S**
2. In the "Save Picture As ..." bar, select a folder to save the file in.
3. In the "File name" bar, type in a filename.
4. In the "Save as type" bar, select the graphics format to be saved in (BMP, GIF, JPG, PNG).
5. Select the level of compression
6. Click on **Save**





*BMP has no compression, large files.
GIF and JPG can be set 1 - 100.
PNG can be set 0 - 9.
Lower numbers mean smaller file size and lower quality. Higher numbers mean larger file size, higher quality. "80 – 90" give good quality with reasonable file size.*

Level	Size of file
100	1000KB
90	416KB
80	289KB
70	232KB
60	194KB
50	170KB
40	148KB
20	90KB
10	51KB

This table shows file sizes for a JPG file saved at different levels.

Options not included in these notes:

Panorama: This does not produce panoramas where pictures are fused seamlessly together.

Suggested alternative: Microsoft *Image Composite Editor*.

Slideshow: Complete instructions are complex. Suggested alternative: Microsoft *Photo Story 3*

Prepared by Neal Utting: <http://nealsresources.weebly.com/irfranview.html>