

# **EASY Foto**

User manual

The logo for EASY FOTO is centered on a dark navy blue rectangular background. The word "EASY" is in a white, uppercase, sans-serif font. Below it, the word "FOTO" is in a larger, bold, white, uppercase, sans-serif font. The letter "O" in "FOTO" is replaced by a solid blue circle.

**EASY  
FOTO**

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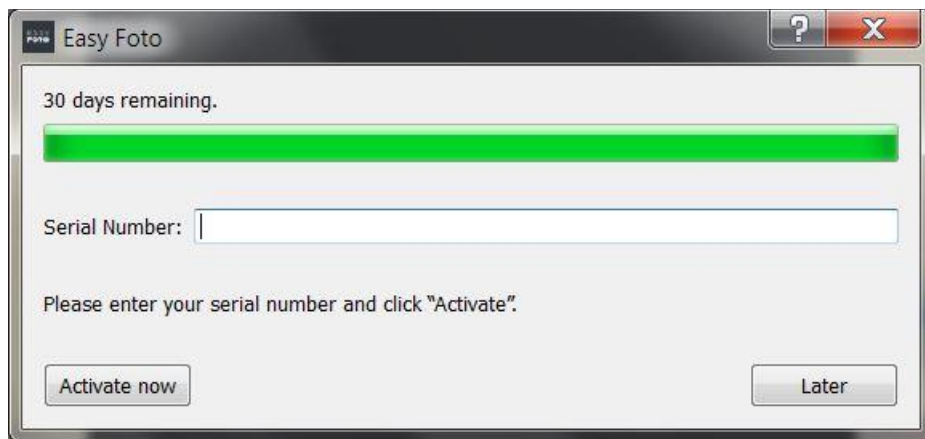
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## Activation Tips

When opening **Easy Foto** for the first time, you will be prompted to activate the program. To do this, please proceed according to the steps described below:

Install **Easy Foto** following the steps described in the Installation Assistant.

Enter the serial number. This is located on the booklet accompanying the Box Version. If you have chosen the online Download Version, the serial number was sent to you by email directly following your purchase.



Click on "Activate" once within the software. The Software has now been successfully activated"

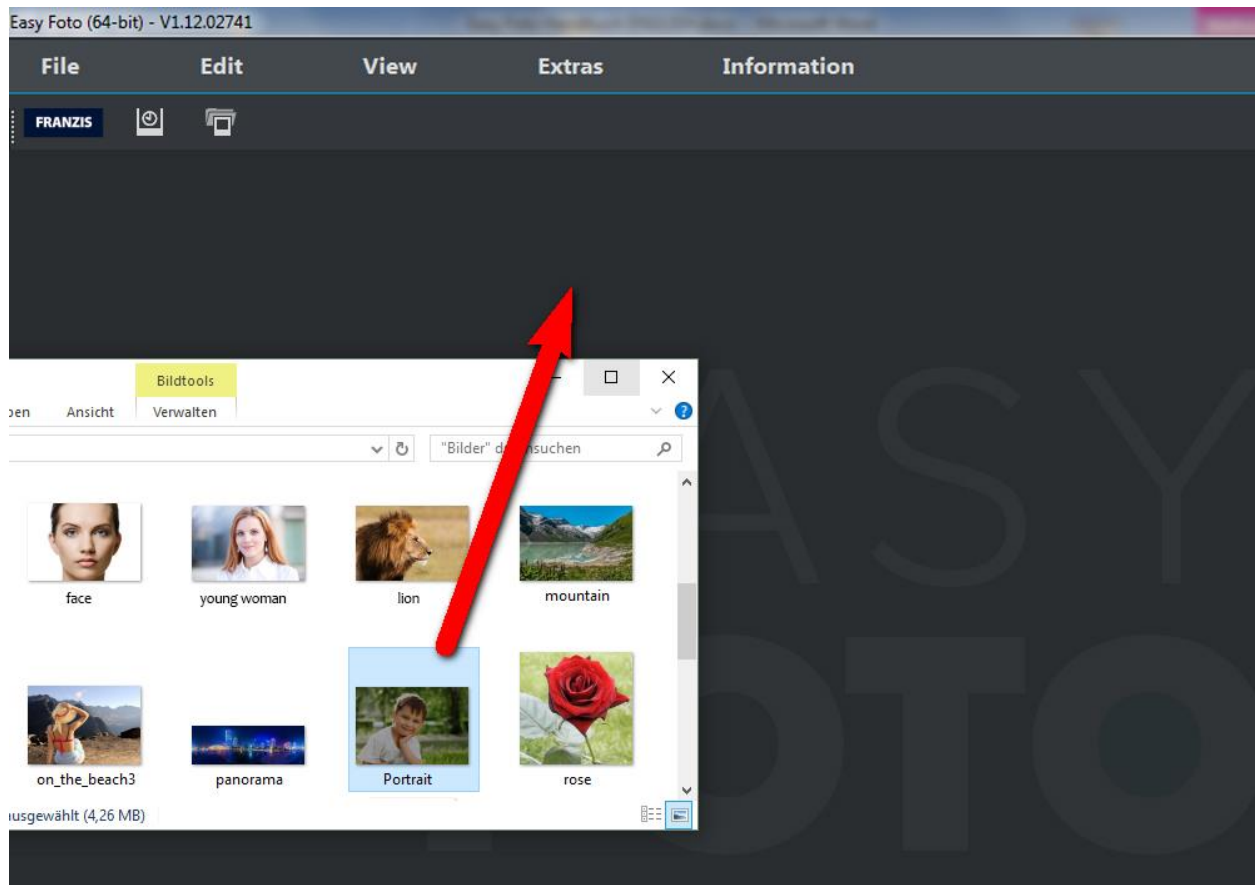
**Note: You can install *Easy Foto* on up to two computers using the same serial number.**

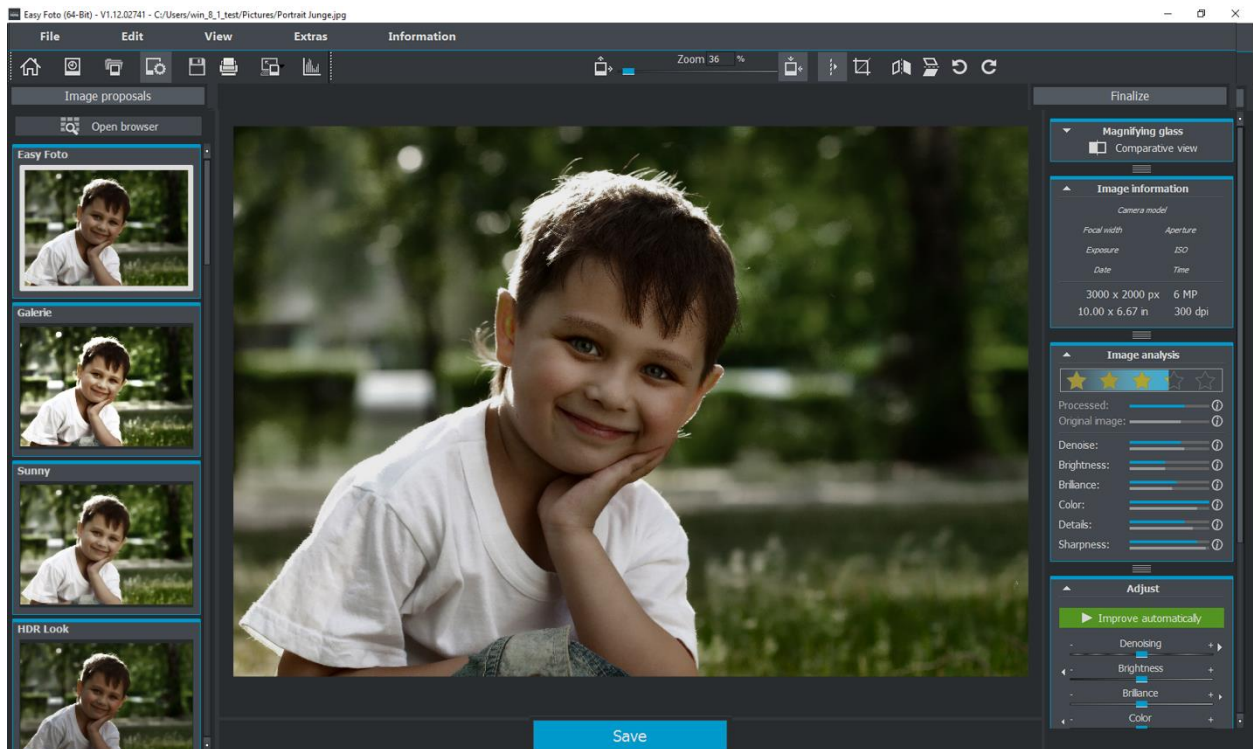
A second serial number is not required for installation on another computer. Simply enter your serial number when installing the program on a second computer and click on "Activate".

## 1. Your first streamlined Image Edits

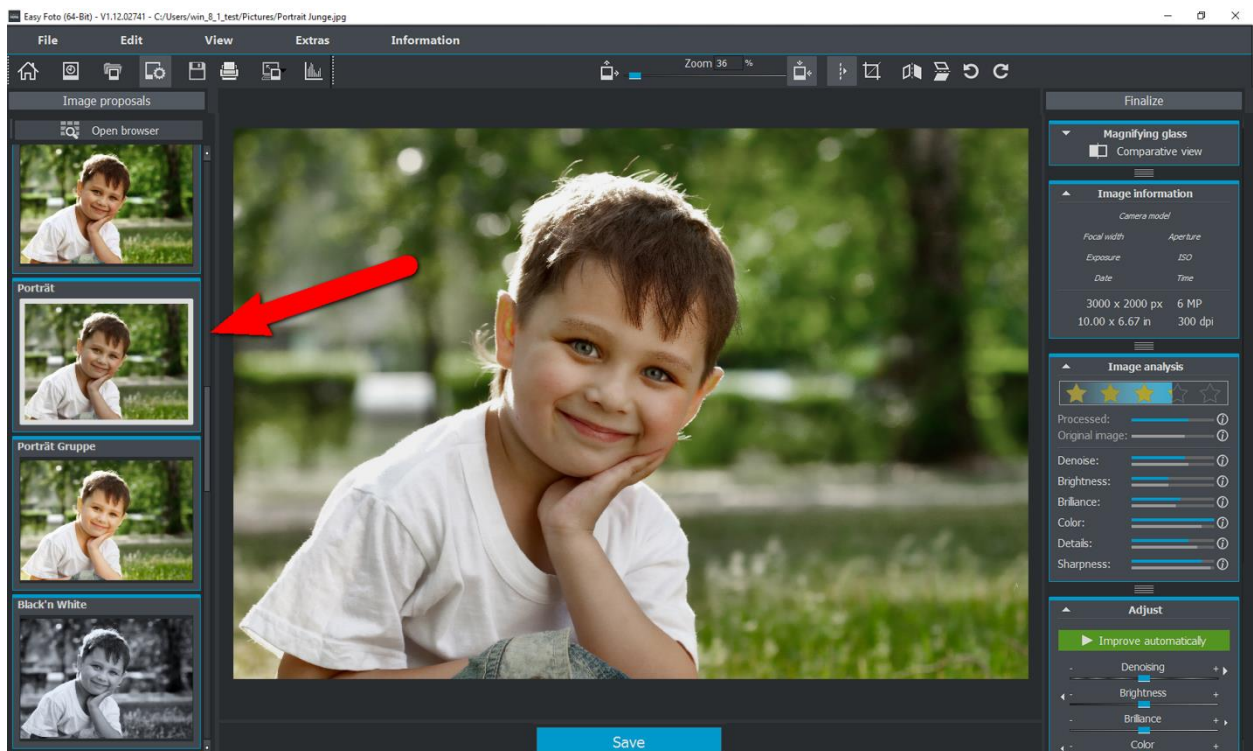
Only a few clicks in Easy Foto and you're finished editing your first image:

1. Upload your photo with a quick drag and drop

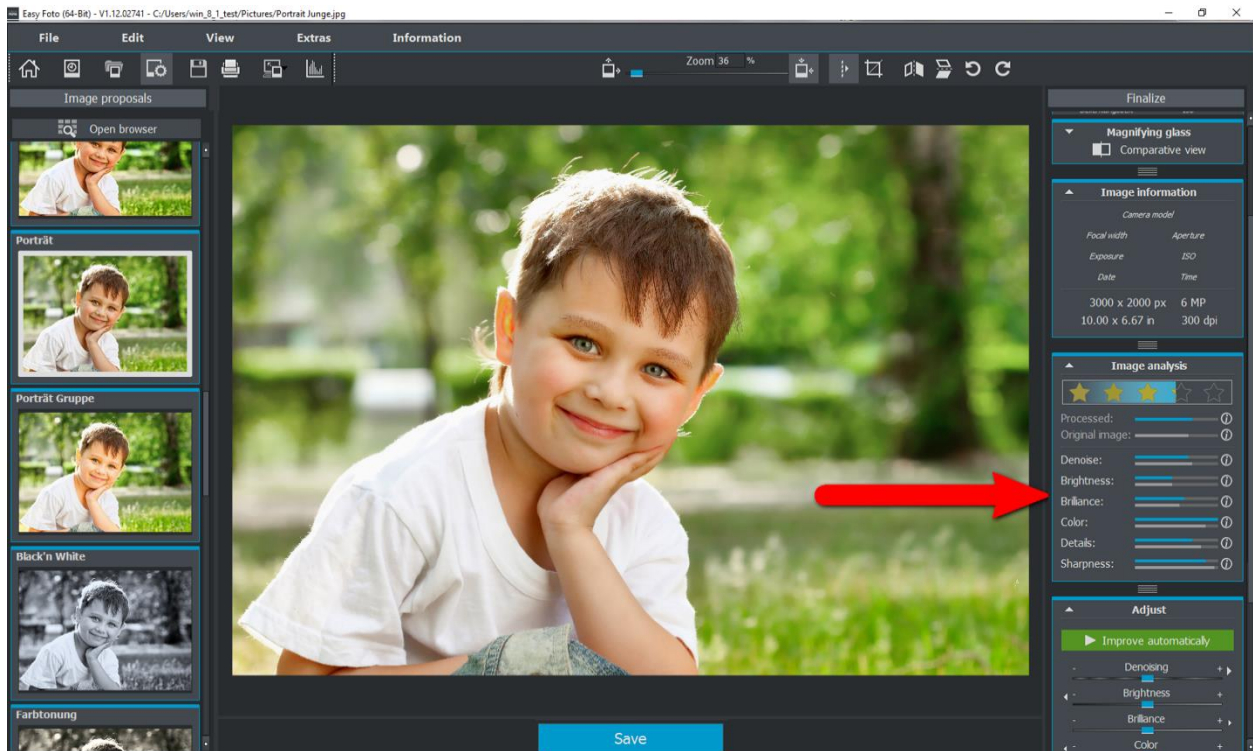




## 2. Select one of the image suggestions

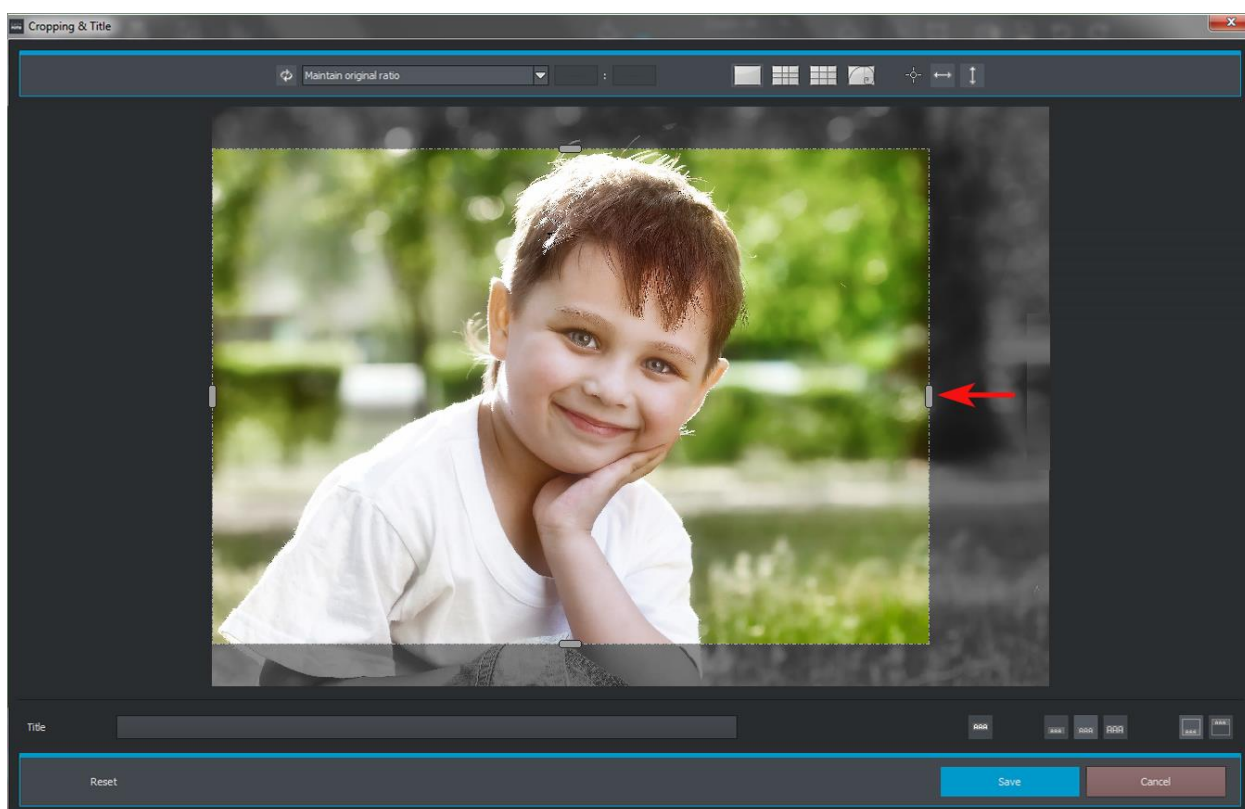
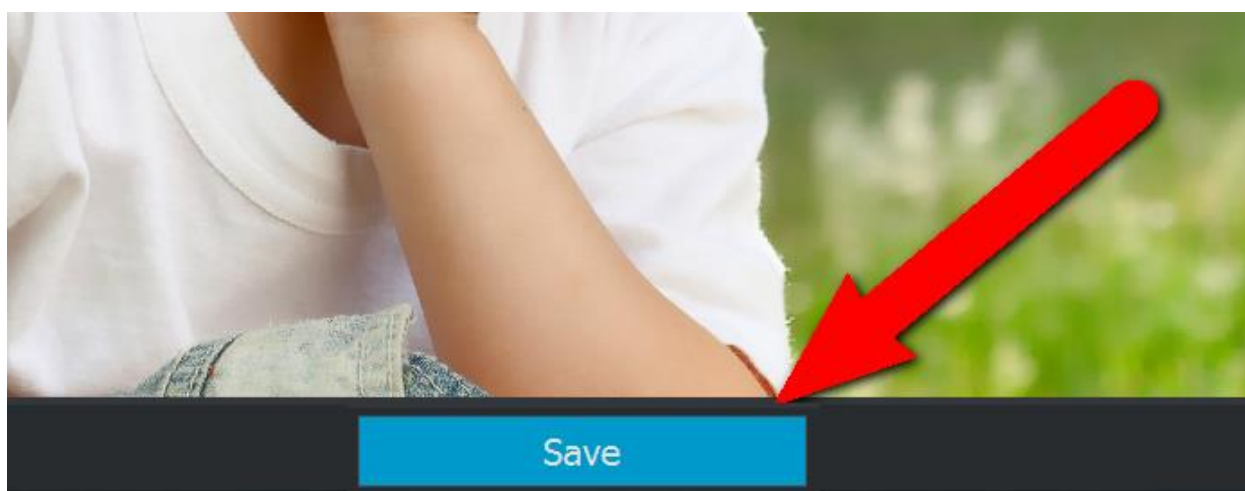


### 3. Click on „Automatic Enhancement“

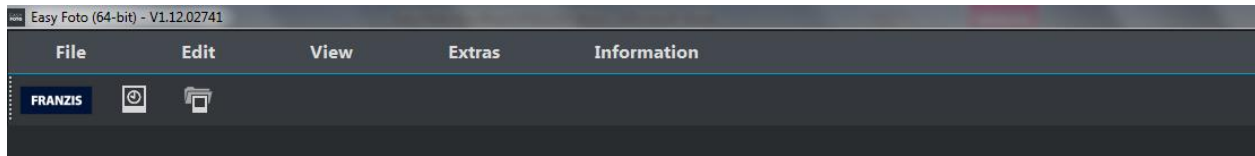




#### 4. Crop your image and save



## 2. The Home Screen



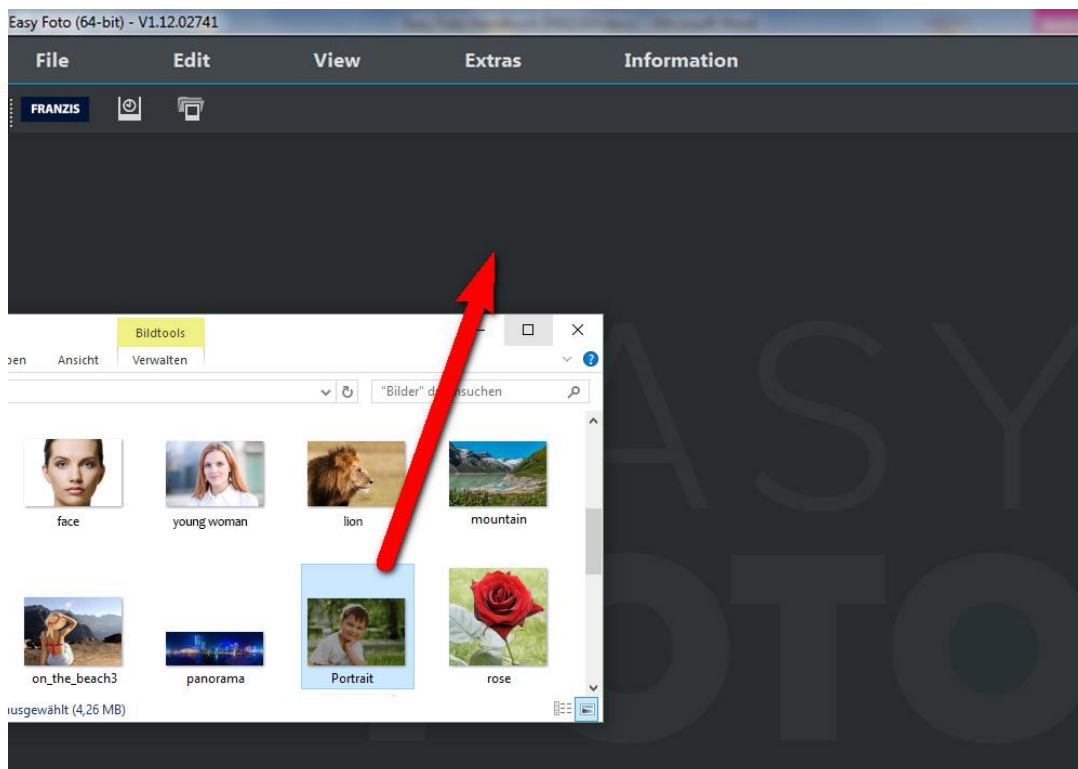
The Easy Foto Home Page has been arranged with an easy-to-navigate setup.

At the top of your screen you will find the main menu along with the toolbar. This toolbar contains the following functions (from left to right):

- Progress Browser



- Upload Image

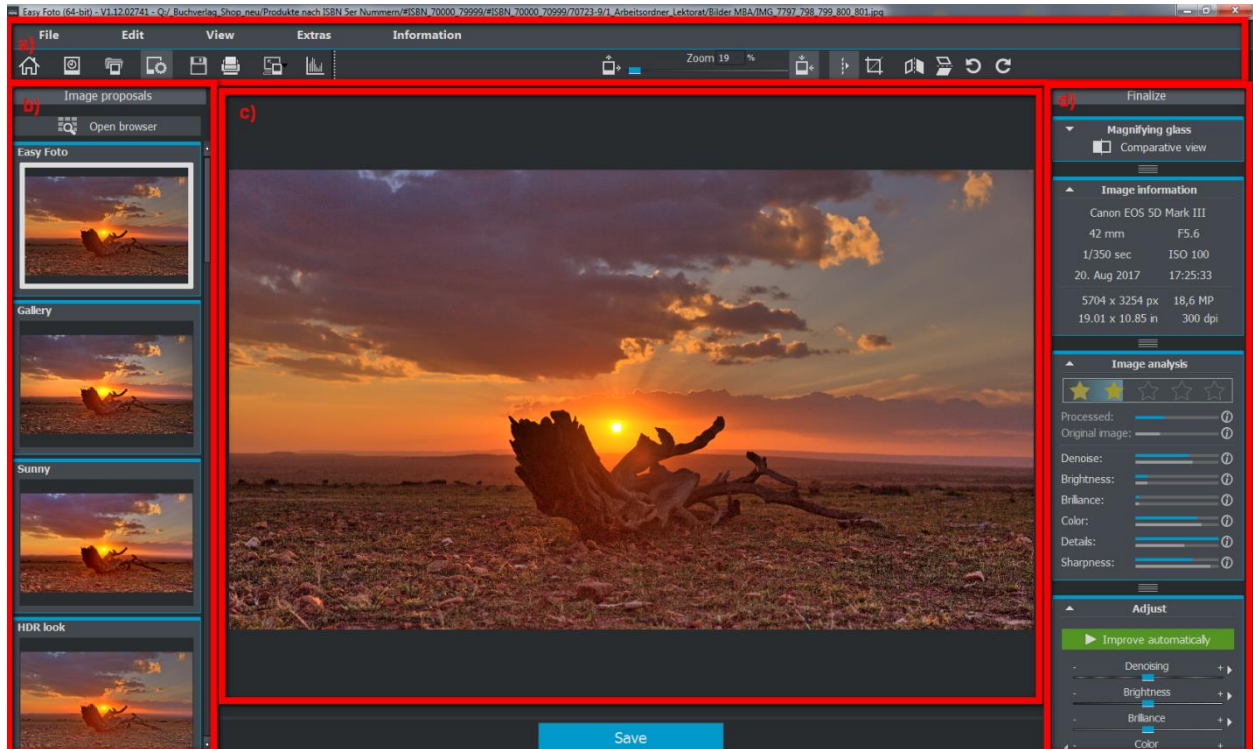


You can alternatively import images using the simple „Drag and Drop“ method. These images are then automatically uploaded.



### 3. The Workspace

As soon as an image is uploaded to the program, the Workspace will open.



The Workspace is divided up into four primary sections:

- a) Menu and Toolbars (above)
- b) Image Suggestions (left)
- c) Real-Time Preview (middle)
- d) Finalization (right)

Individual Workspace sections can be removed from the interface and reinserted at a different location or transferred to a separated monitor.

In order to return the Workspace back to its default display settings, navigate to the Menu and select **View** followed by **Window Reset**.

## 4. Overview

The screenshot displays the Easy Foto software interface. At the top, there's a menu bar with 'View', 'Extras', and 'Information'. Below this is a toolbar with icons for various functions. The main workspace shows a large landscape photo of a tree in a field. To the left, there's a 'Image proposals' section with a grid of small image thumbnails. To the right, there's a 'Finalize' section with tabs for 'Magnifying glass', 'Comparative view', and 'Image information'. Below these are 'Image analysis' and 'Adjust' panels. The 'Adjust' panel has sliders for 'Improve automatically', 'Denoising', 'Brightness', 'Balance', 'Color', 'Details', 'Sharpness', and 'Reset'. At the bottom right, there's a 'Retouch' panel with 'Edit' and 'Selective correction' options. A 'Save' button is located at the bottom center.

**1. Image Suggestions:**  
Here you can apply the various image suggestions with one click on your photo.

**2. Browser:**  
Click on the browser to have a look at all image suggestions and select the best fit to your photo.

**3. Image Analysis:**  
In addition to the Magnifier View and the Image Information display located here, you will also find the Image Analysis which provides you with an evaluation of your photo. Here you can see how parameters such as Brightness and Color change along with your edits. The star-rating lets you know exactly how your image has improved with each edit.

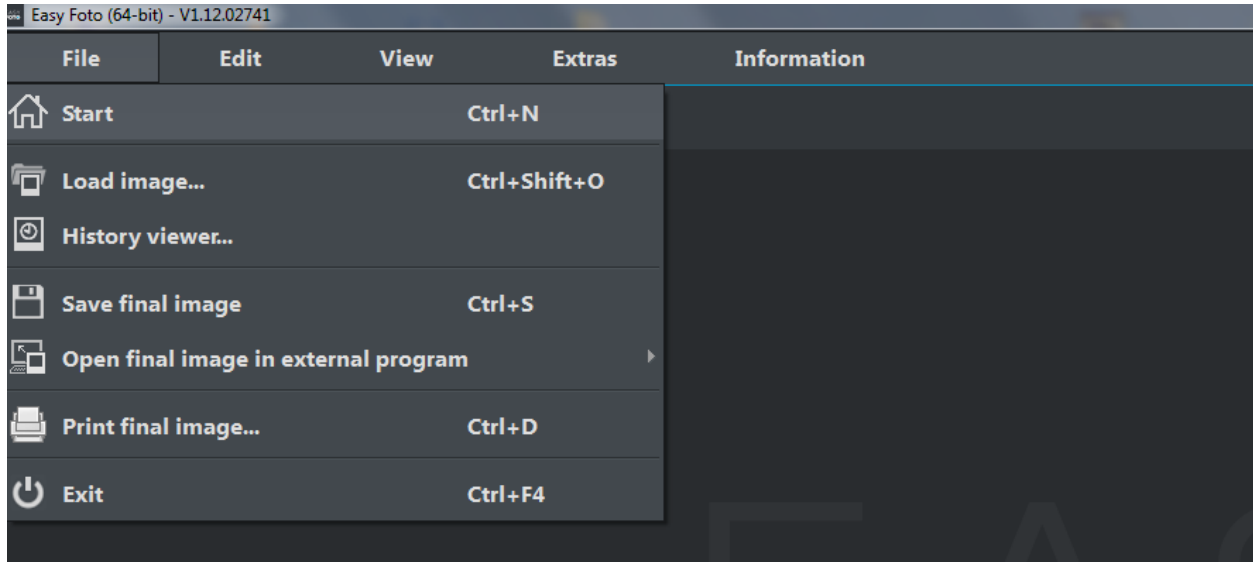
**4. Settings:**  
The software automatically optimizes your image using the Automatic Enhancement function. You also have the possibility to manually edit your image using any of these slide controls.

**5. Retouch:**  
Easily add the perfect touch to your images using any one of these retouching tools. Click on Edit to begin straightening the horizon line. Click on Selective Correction to eliminate red eye or skin impurities or Sensor Error to improve your images by removing bothersome spots.

**6. Save:**  
Click on the Save Button to save your finished image.

## 5. Menu Bar

### 5.1 File



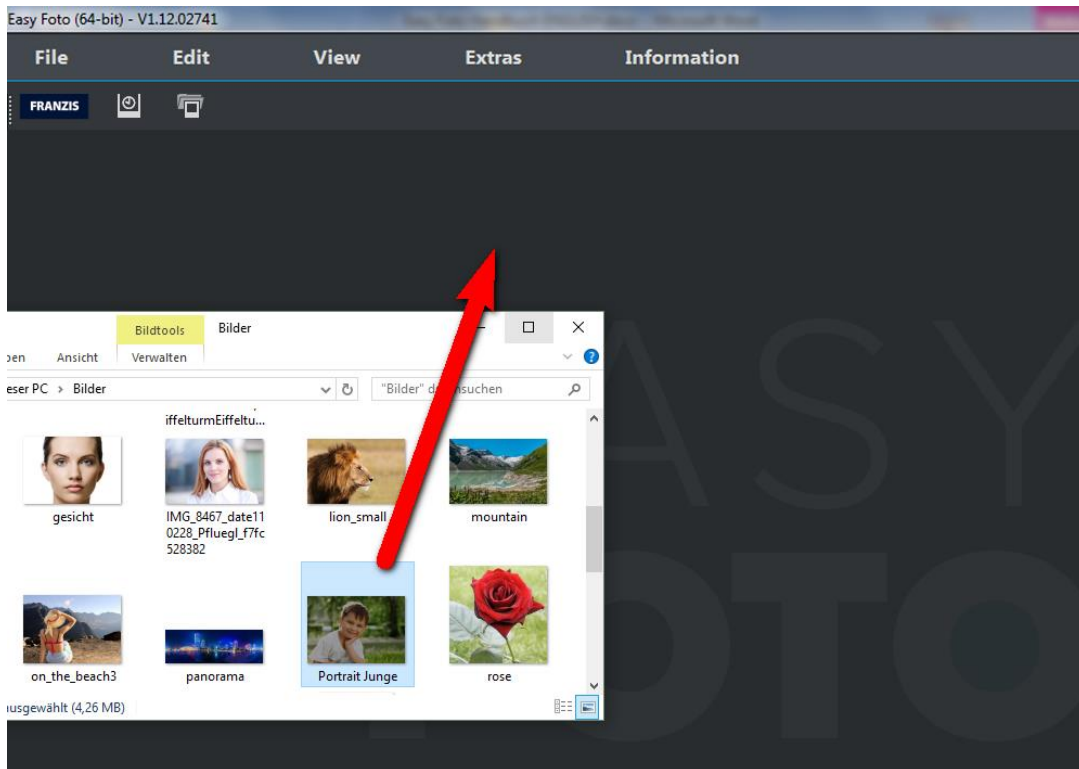
File → Homepage 

When you are finished editing an image or would like to close the current image, you can do this by clicking on **Homepage** (or **Strg + N**).

File → Upload Image... 

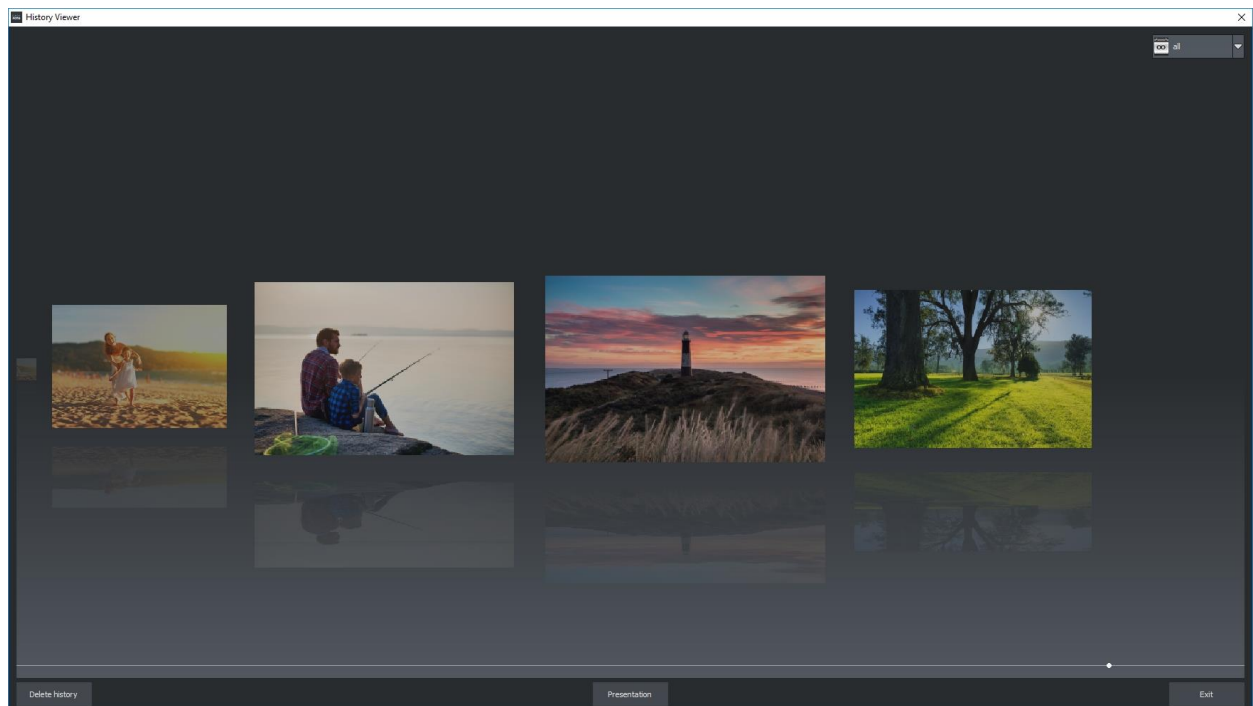
In order to open an image, click on **Upload Image** (or **Strg + Shift + O**) to begin your search for the image you would like to edit.

Images may alternatively be uploaded with a simple drag and drop.



File → Progress Browser ... 

Clicking here will provide you with an overview of your separate projects and allow you to choose between them.



File → Save Image Result ... 


If you are content with your editing results and would like to save your image, click on **Save Image Results** (or **Strg + S**) ...

File → Open Image Result in External Program 

If you would like to continue editing your current image in another program, you don't even need to leave **Easy Foto**. For this, simply click on **Open Image in External Program**.

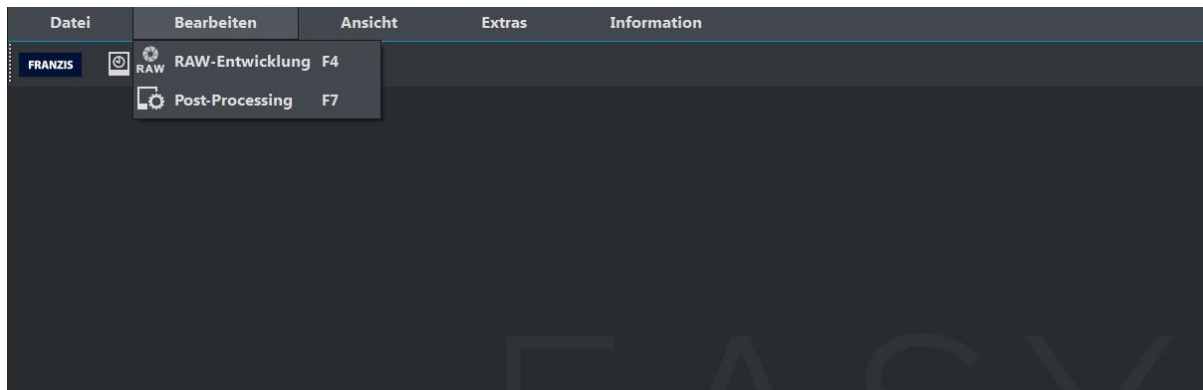
File → Print Image Result ... 

Click here to print your result image. The image is automatically and correctly scaled to the print medium.

File → Quit 

Click on **Quit** (or **Strg + F4**) to close **Easy Foto**.

## 5.2 Edit



Edit → RAW Development 

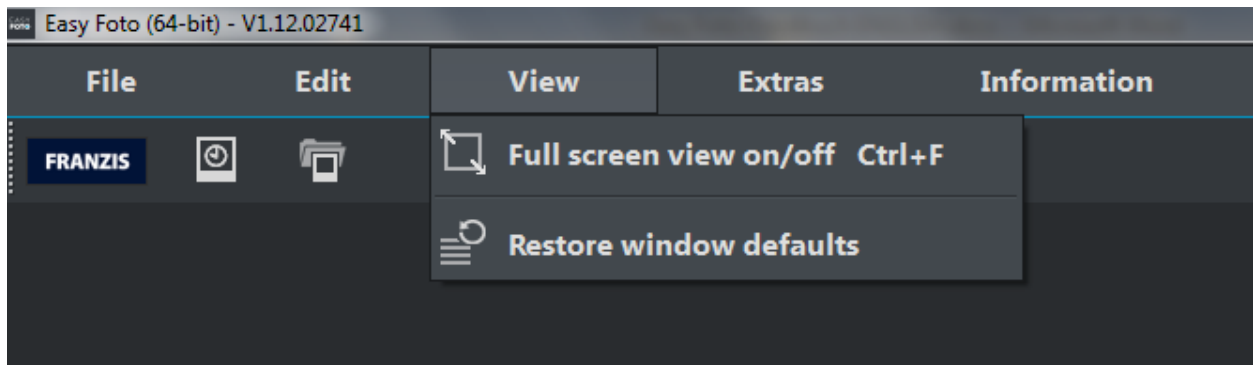
Whenever you want to quickly and easily edit a photo, simply click on **RAW Development** to do things like alter colours or distort the image (please see RAW Module)

Edit → Post-Processing 

Once you have edited or removed noise from an image, you now find yourself in Post-Processing Mode.



## 5.3 View



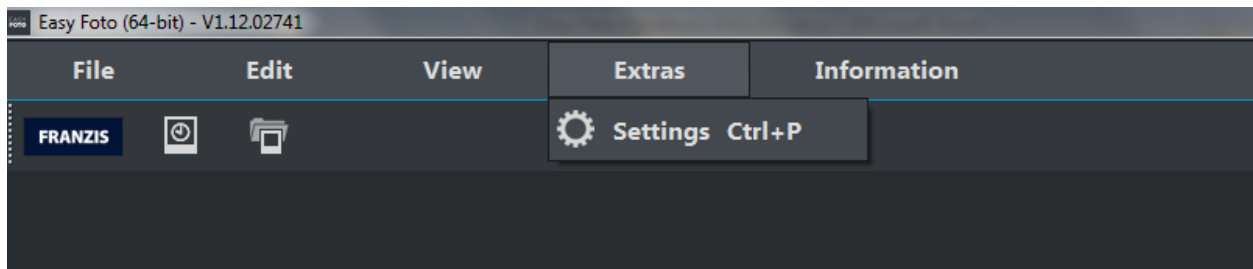
View → Full Screen Mode On/Off 

If you ever feel distracted by the task bar, you can toggle between the normal and full screen view by clicking on **Full Screen Mode On/Off**.

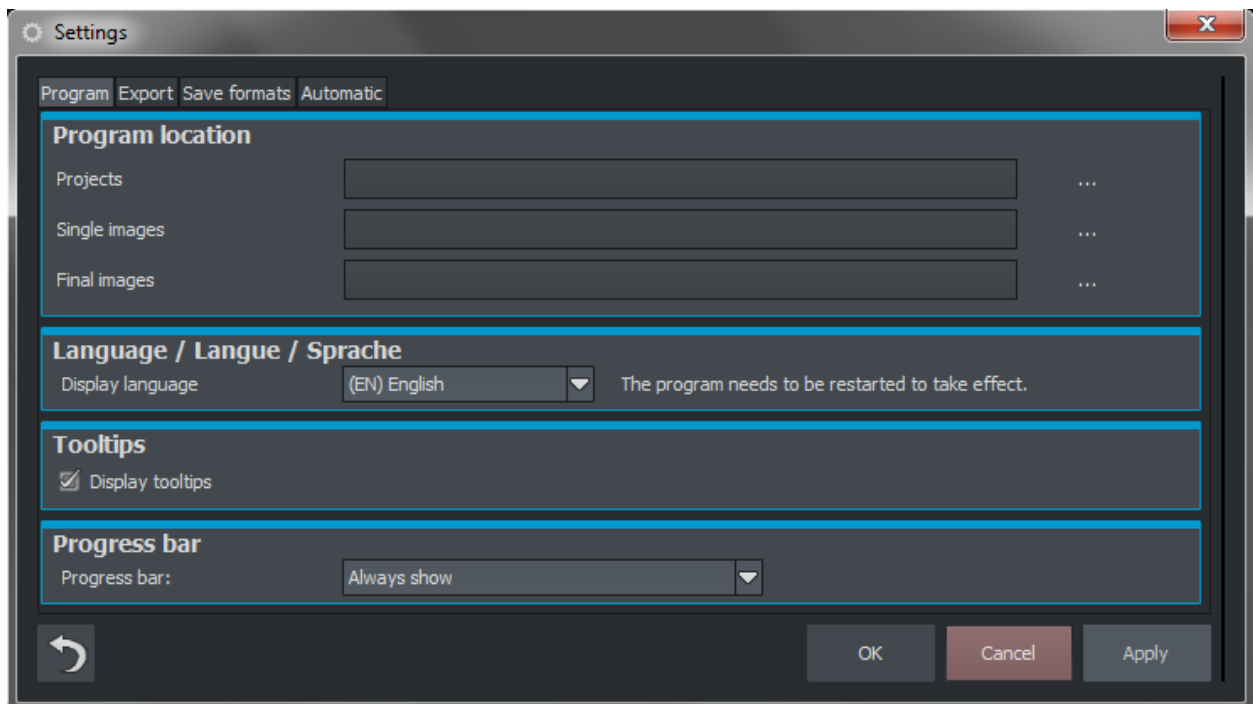
View → Window Reset 

Returns the current window to its original size.

## 5.4 Extras



Settings → Program



### Project Path

Here you can determine the save locations for your projects, individual images and results.

### Language

Here you can change your program's language preference to either German, English or French.

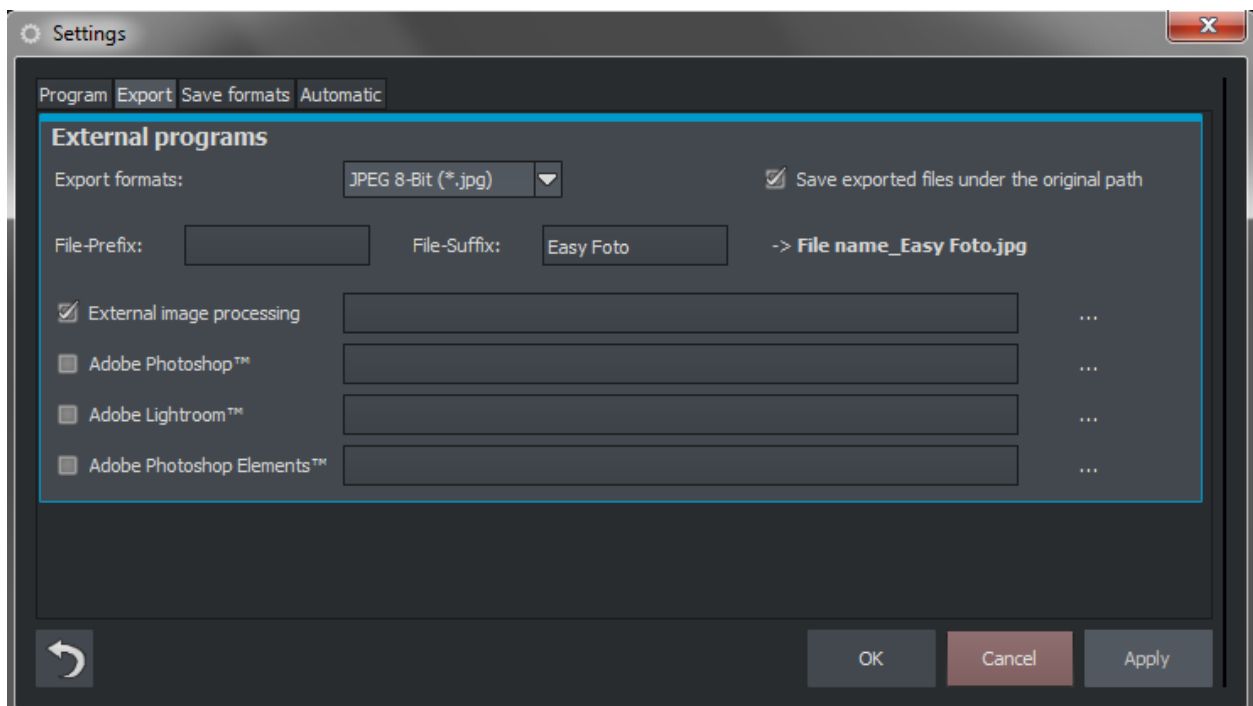
## Tooltips

If you hover your cursor over certain tools or menu options for a long enough period of time, there often appears a short description explaining the function. These are known as Tooltips. Here you are given the option to deactivate the display of Tooltips.

## Progress Display

When using applications alongside **Easy Foto** that require a good amount of computing power, the application progress of these is visualized with the help of the Progress Display.

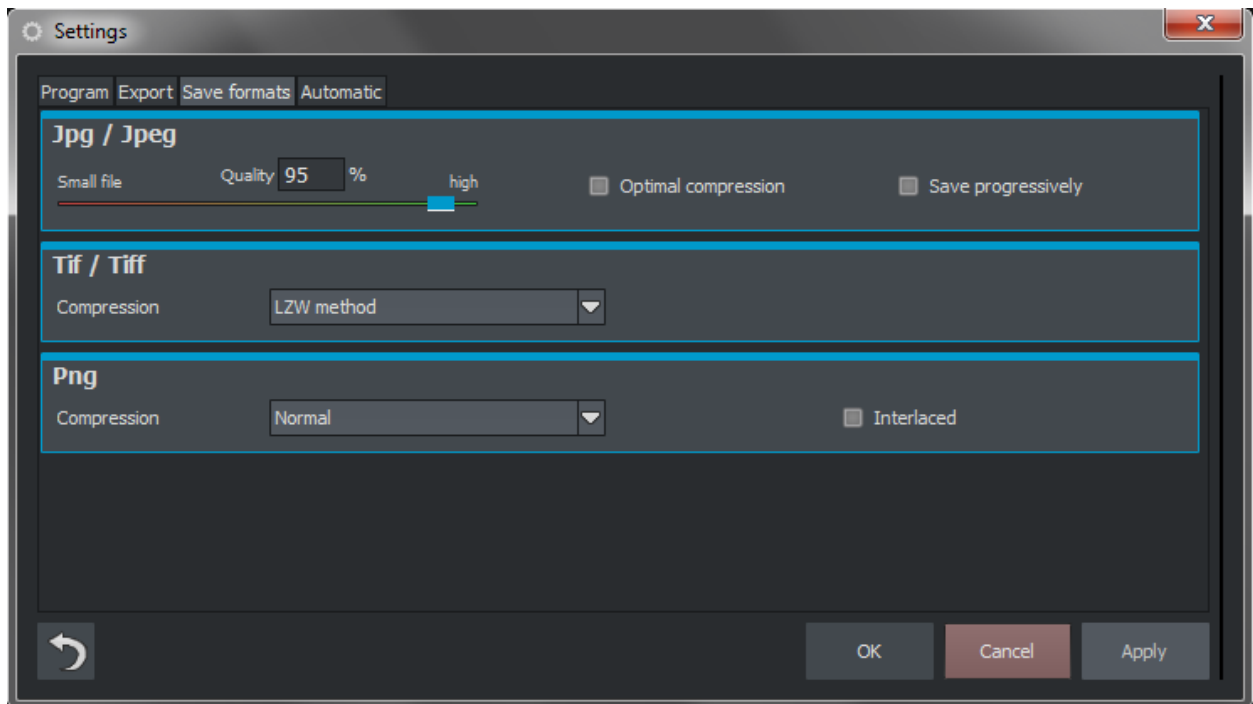
Settings → Export



## External Programs

Here you can designate the format in which to export your Easy Foto images to external programs. You can also determine exactly which external programs are to be used in editing your images. Navigate to the folder containing the application and select it.

## Settings → File Save Formats



### Jpg

Jpg or .Jpeg is the most commonly used image format for almost all cameras and image editing software. Here you can adjust quality settings and optimally compress your image files.

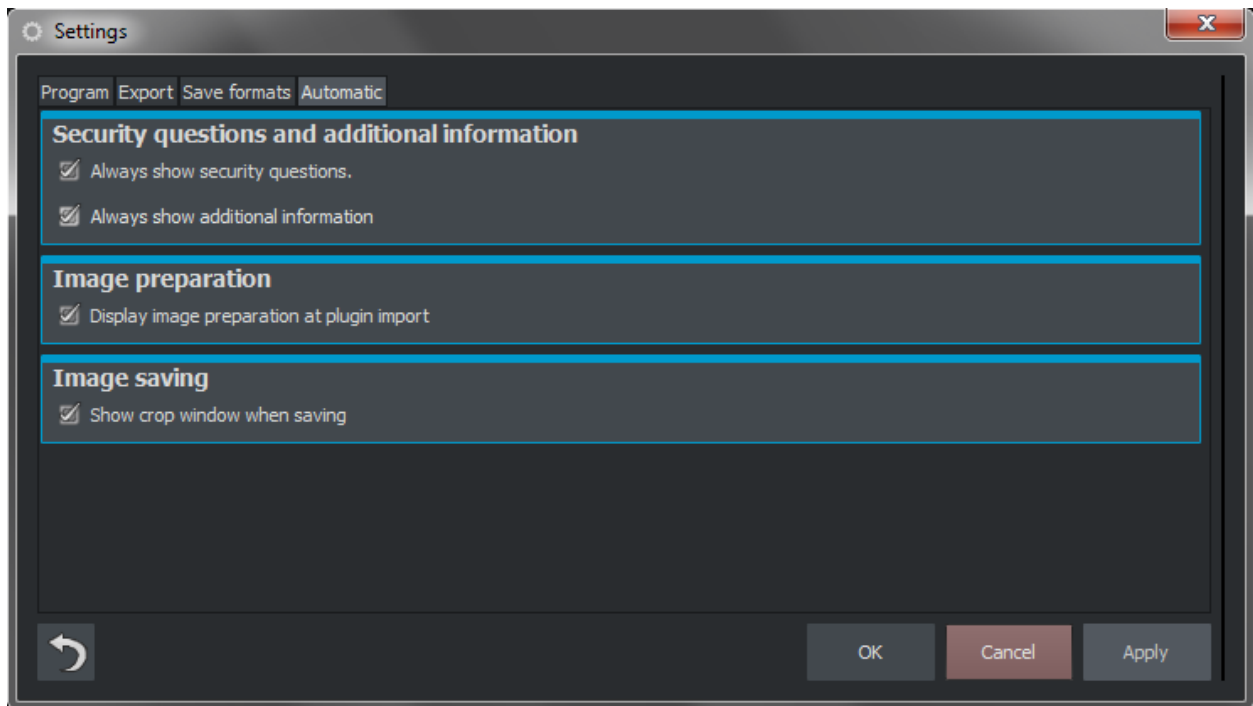
### Tif

Here you can select between various compression methods for your Tif Files.

### Png

Png is especially popular for graphics and digital visualizations. Here you can choose between various compression methods.

## Settings → Automatic Functions



### **Security Questions and Additional Information**

Here you can determine whether or not to display security prompts or additional information.

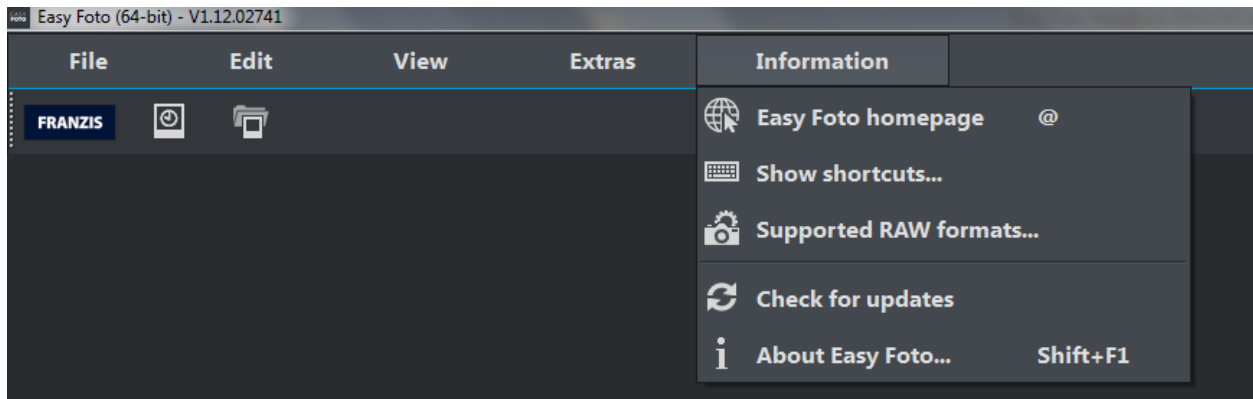
### **Image Preparation**

This option displays the Image Preparation Window when images are exported using a plug-in.

### **Image Save**

Activating this option will automatically display the Cropping Window before saving the image.

## 5.5 Information



Information → Easy Foto – Homepage



Click here to navigate to the Easy Foto Homepage.

Information → Display Keyboard Shortcuts...



Here you will find all keyboard shortcuts provided in Easy Foto.

Information → Supported RAW Formats...



A list of all compatible RAW Files that are able to be opened.

Information → Check for Update ...



This checks online whether newer versions of the software are available for download.

Information → About Easy Foto (Shift + F1)



Information about current version of Easy Foto, 3<sup>rd</sup>-Party Software and Credits.



## 6. Toolbar

The Toolbar section is divided up into two sections. The left toolbar contains the program control functions and the right side the display control options.



The functions (left to right) contained in this Toolbar are:



Homepage



Progress Browser



Upload Image



Post-Processing



Save Image Result



Print Image Result

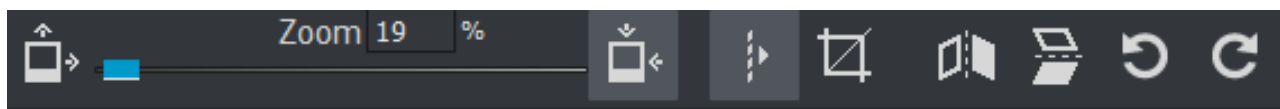


Export Image to External Program



Histogram

## Right Toolbar



View in Full Resolution



Fit to Screen



Display Additional Function



Crop Image



Horizontal Mirror



Vertical Mirror



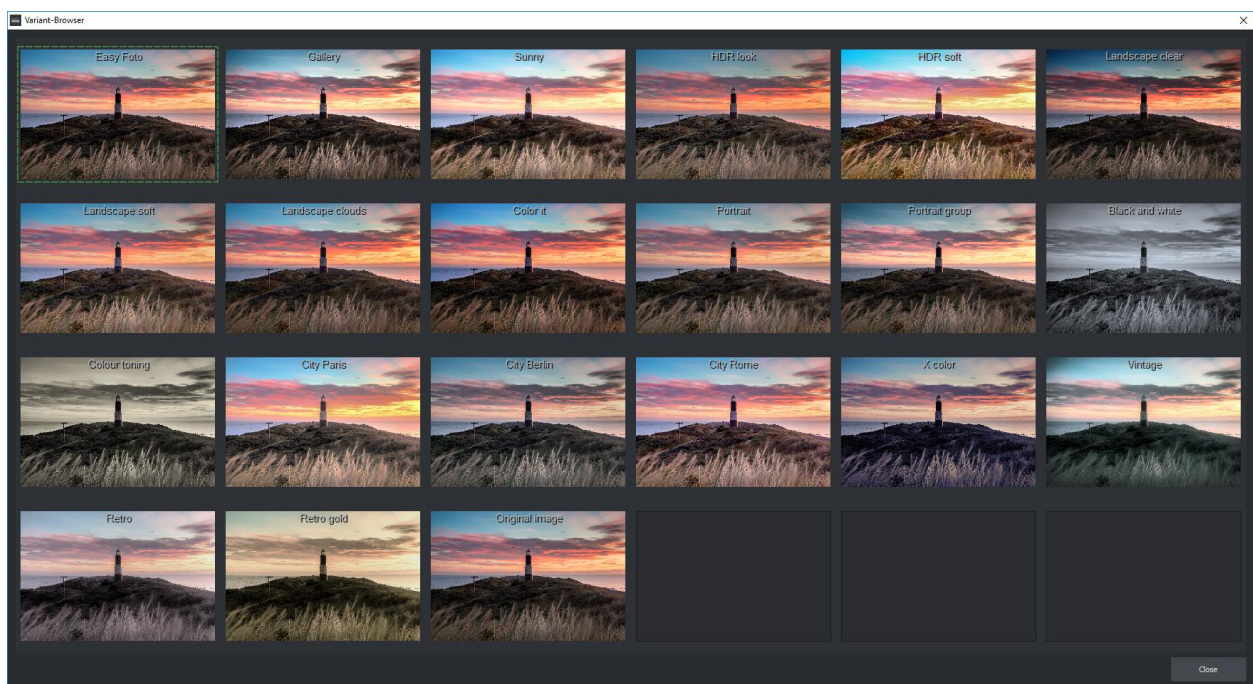
Rotate counterclockwise 90 degrees



Rotate clockwise 90 degrees

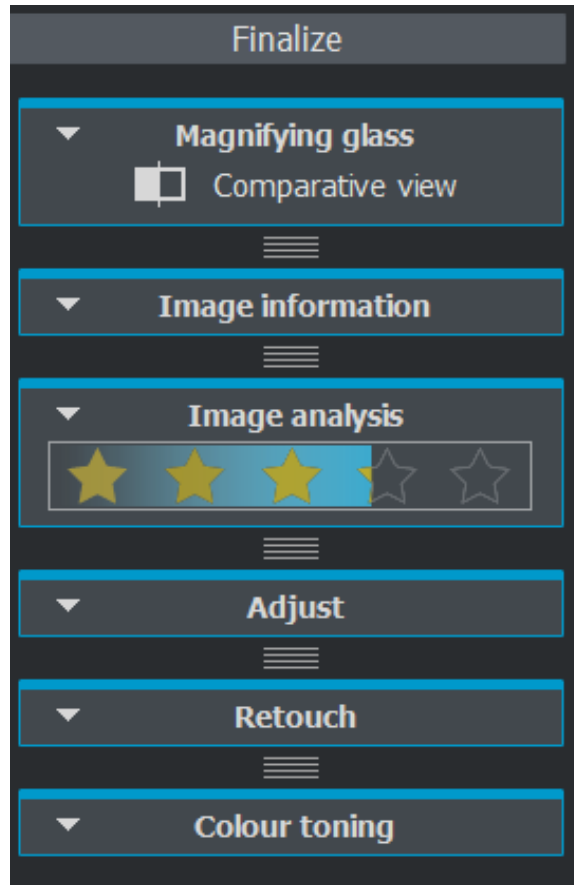
## 7. Image Suggestions

Image editing programs with their numerous functions can be sometimes appear quite formidable tasks in mastering. We are aware of that and provide you with recommendations of what you can do with your image directly following its upload. You get to choose the best fit for your image from a wide array of suggestions. In order to get an idea of the impact of the different suggestions on your photograph, simply click on *Open Browser*.



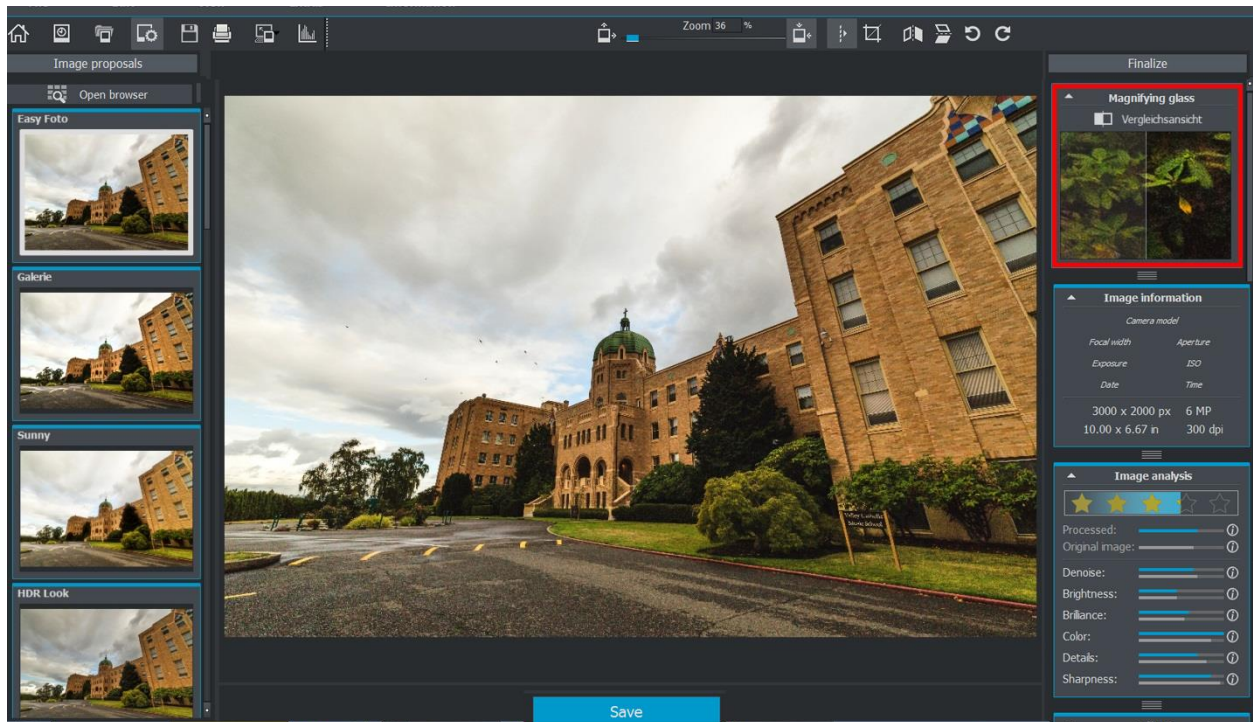
## 8. Finalization - Overview

Sometimes there aren't enough ready-made suggestions to use. More advanced users looking to optimize their image results can resort to the Finalization section at the right with its many custom image editing capabilities. These will be explained in further detail in the following chapters.



## 8.1 Magnifier

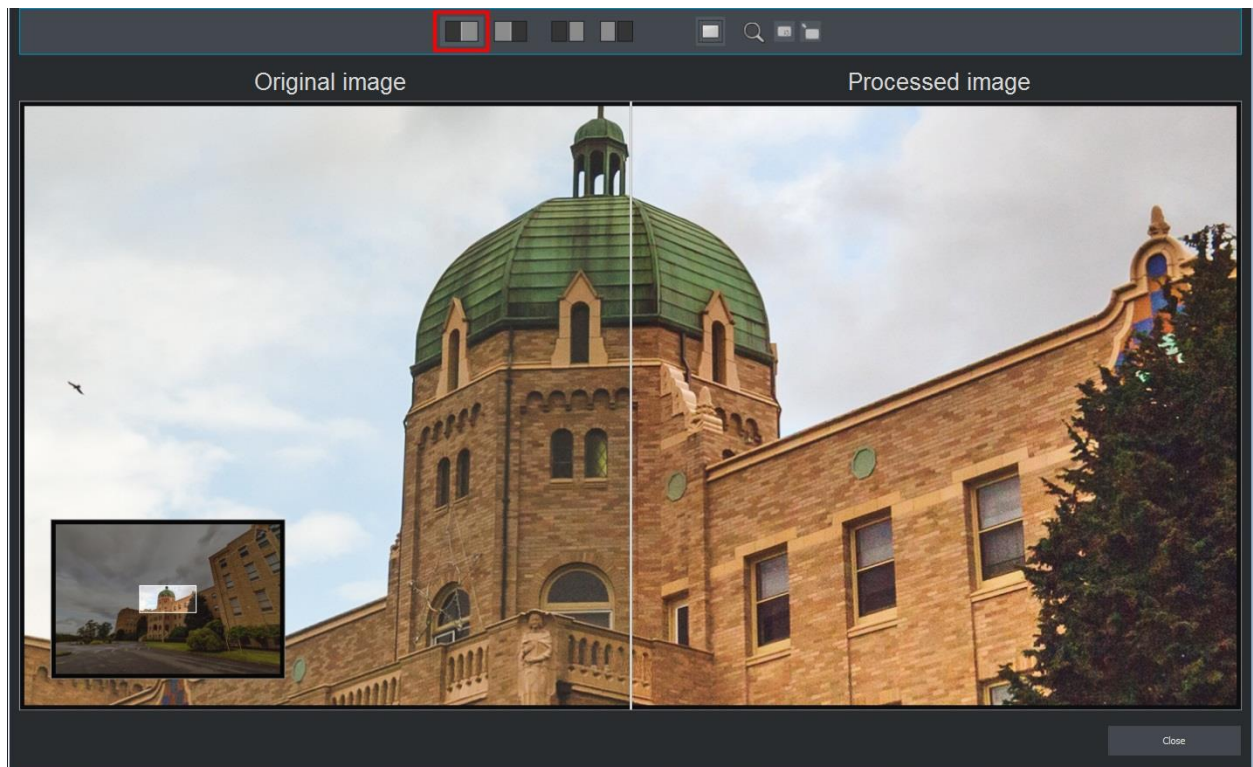
The Magnifier tool incorporates a comparative display function allowing you to directly compare your original to your image result, in other words providing a glimpse of the before-and-after view of your project. The magnifying glass located at the right display a 1:1 comparison of the region surrounding the cursor. To either focus or release your cursor from a certain position, click on the "L" key. To show or hide the comparative display, simply click on "*Magnifier*".



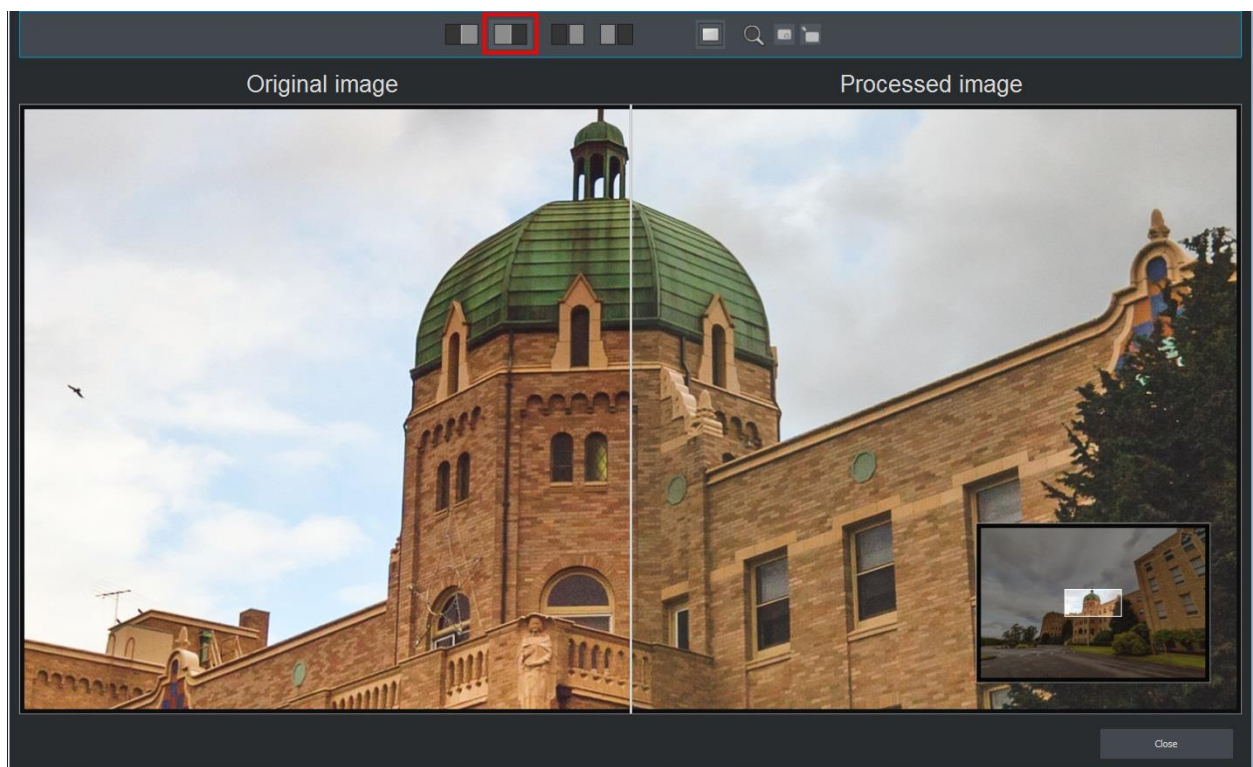
In order to open the various comparative displays, click on „*Comparative Display*“.

Displayed here is the original image on the left side.



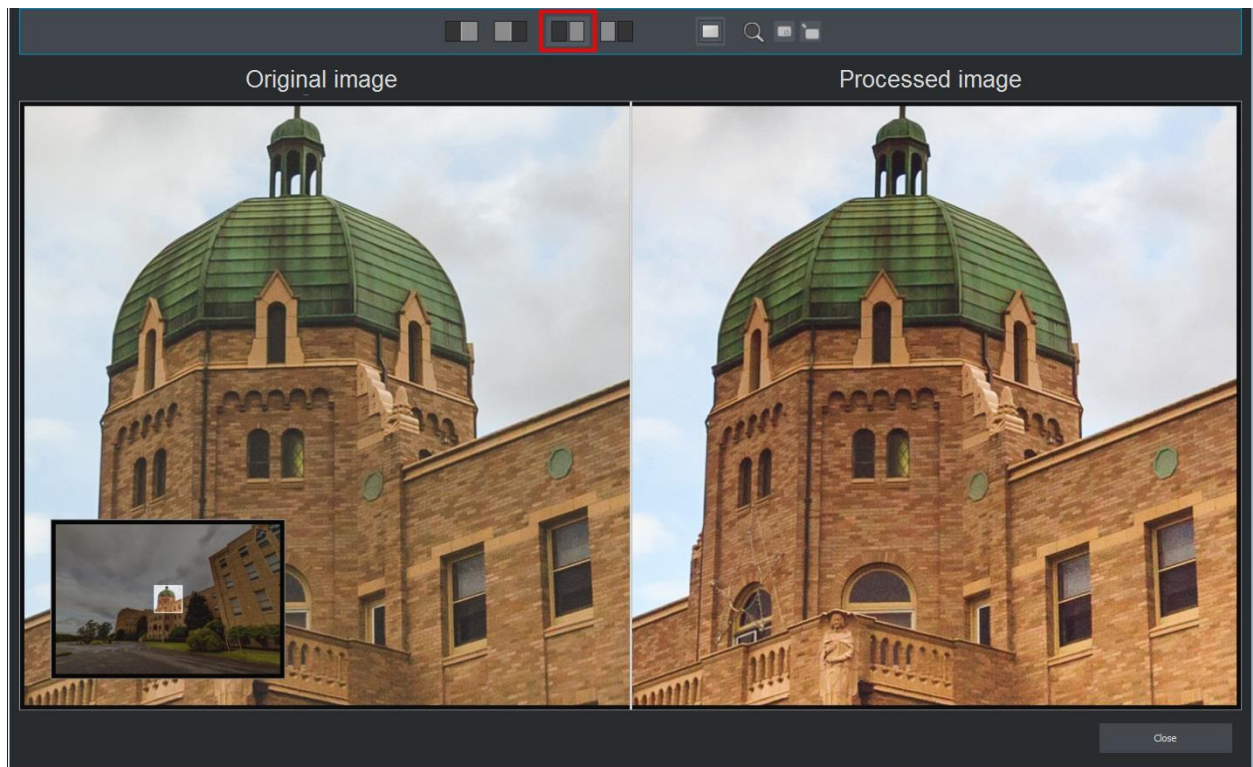


Shown here is the same section of the image with the original pictured on the right.

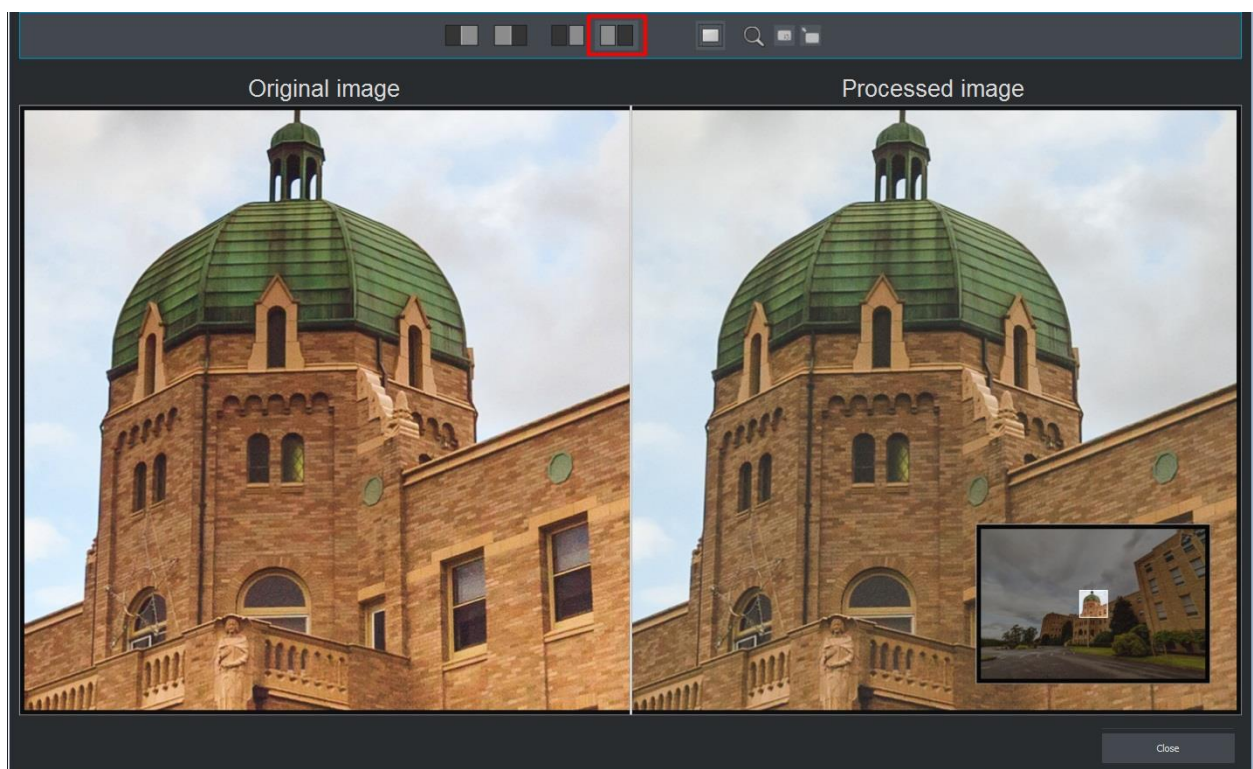


Shown here is the same section of the image with the original pictured on the right.

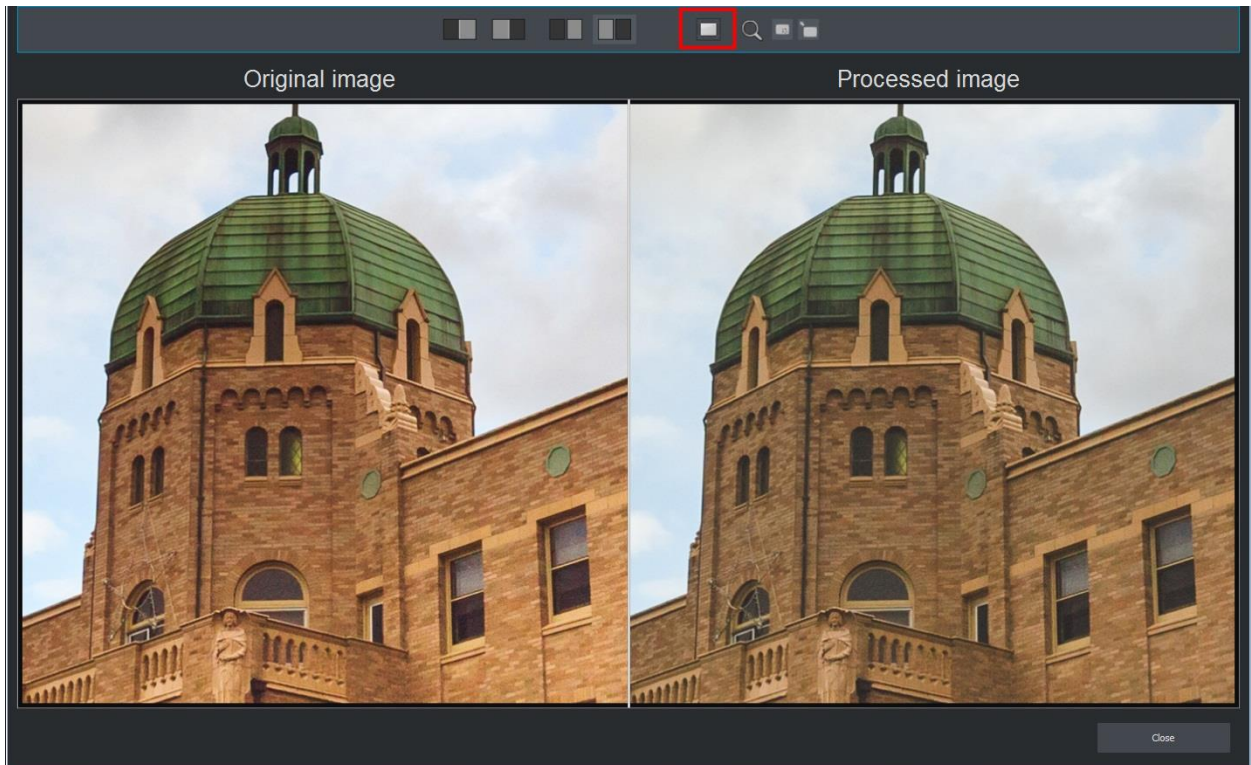




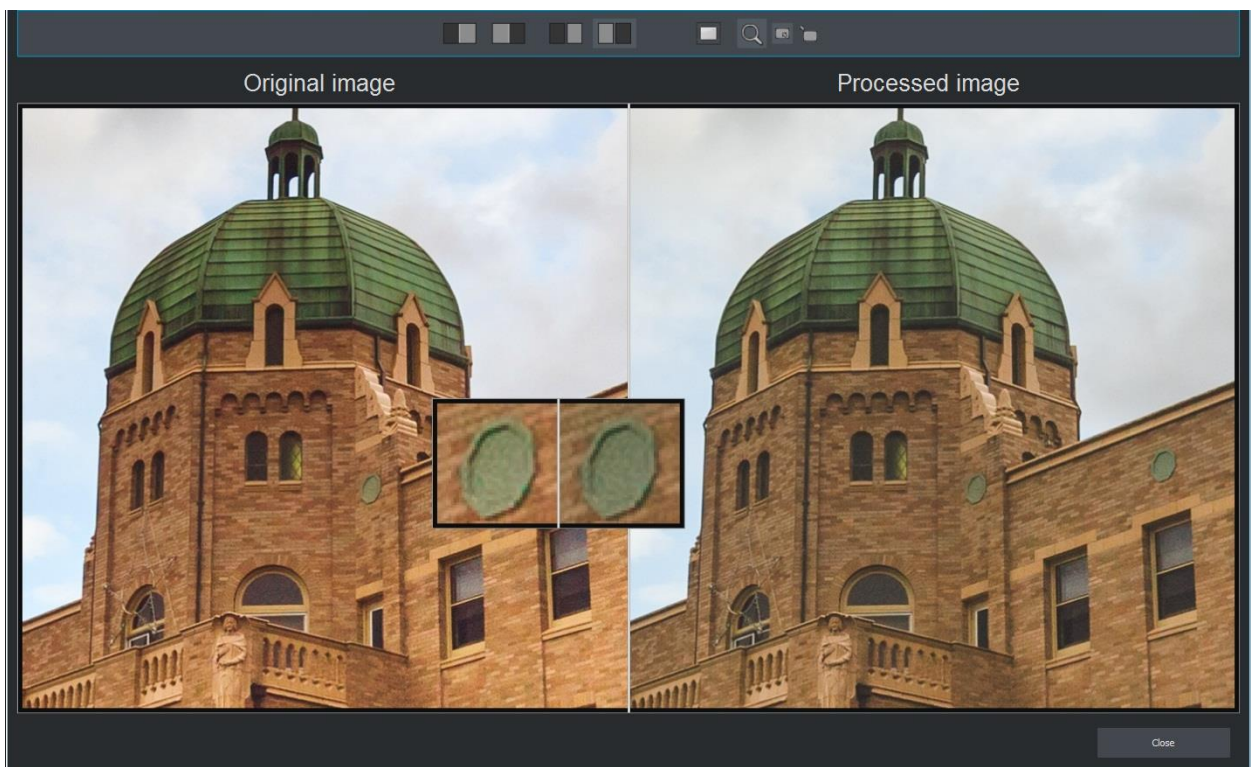
Shown here is the same section of the image with the original pictured on the left.



Activates/Deactivates Comparative Display

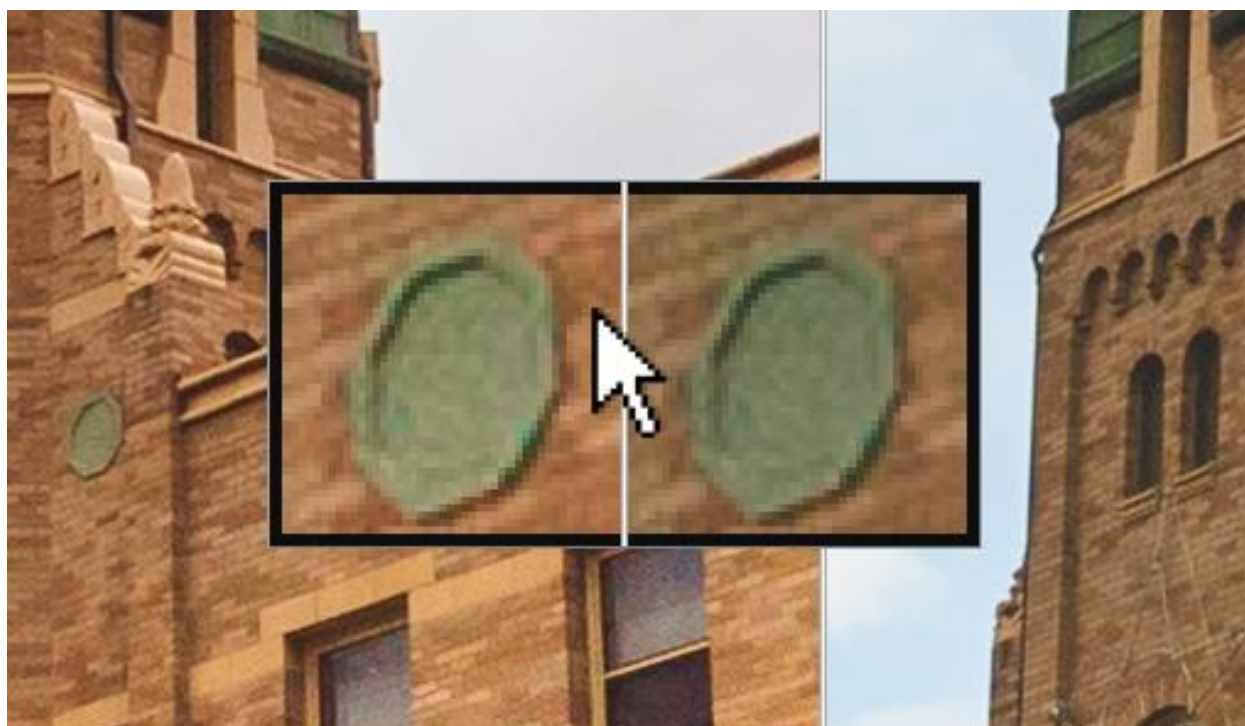


Activates/Deactivates zoomed view surrounding the cursor

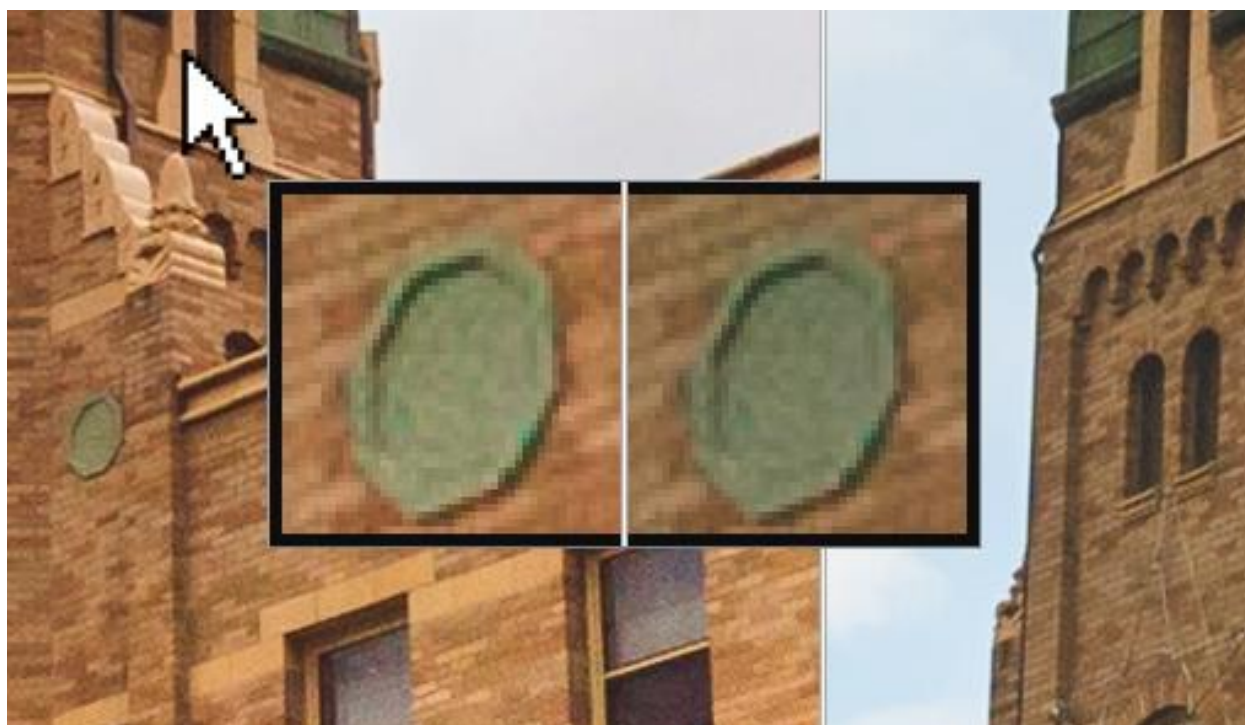




Sets zoomed view in centered mode



Sets zoomed view in decentered mode



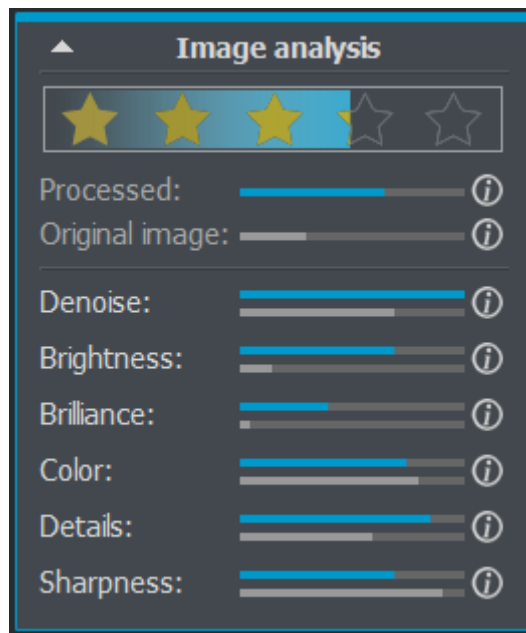
## 8.2 Image Information

Here you can find information how and with which type of camera your photo was taken.



## 8.3 Image Analysis

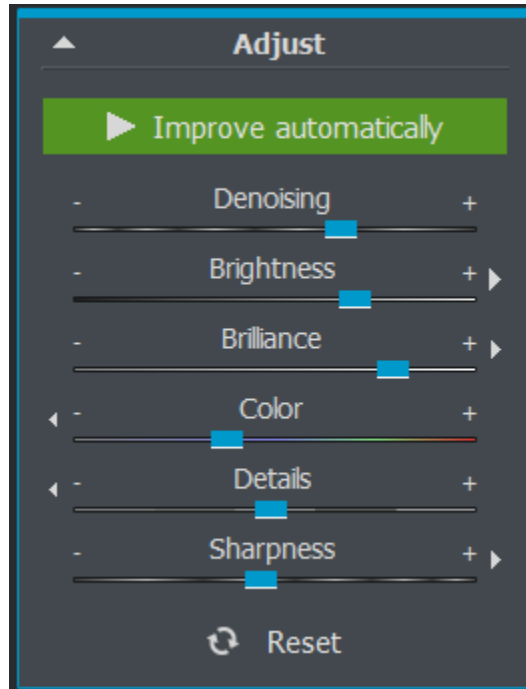
Image analysis should help you to recognize at first glance whether or not your shot was successful. Easy Foto automatically evaluates your image and gives it rating of between 1 and 5 stars. 1 star means your shot wasn't that successful while a 5-star rating denotes an outstanding image without much need for further improvement. **Easy Foto** calculates the rating using the parameters *Denoise*, *Brightness*, *Brilliance*, *Colour*, *Details* and *Sharpness* which can be seen in the number of stars your photo has received.



The blue line represents the edited photo while the gray line seen below depicts the original image. Don't let these apparently objective criteria throw you off, however. A photo with a 1-star rating can appear as worthy of 1 million stars. A further in-depth explanation of how the different parameters affect the overall rating can be found in the following chapter.

## 8.4 Settings

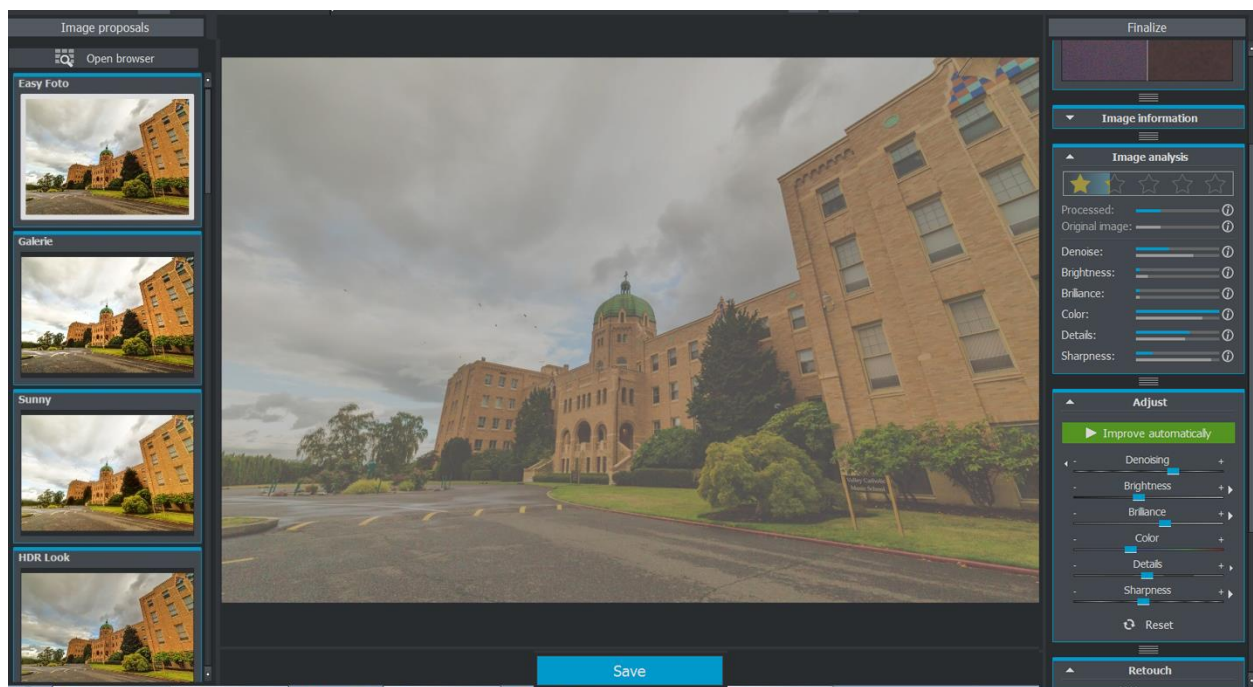
If you ever come across problem spots in your photos, such as those with too much noise, lighting issues or a lack of sharpness, you can begin to fix these by manually enhancing your images using the slide controls located within the Settings section. In order to undo further changes made to the image, simply click on Reset.



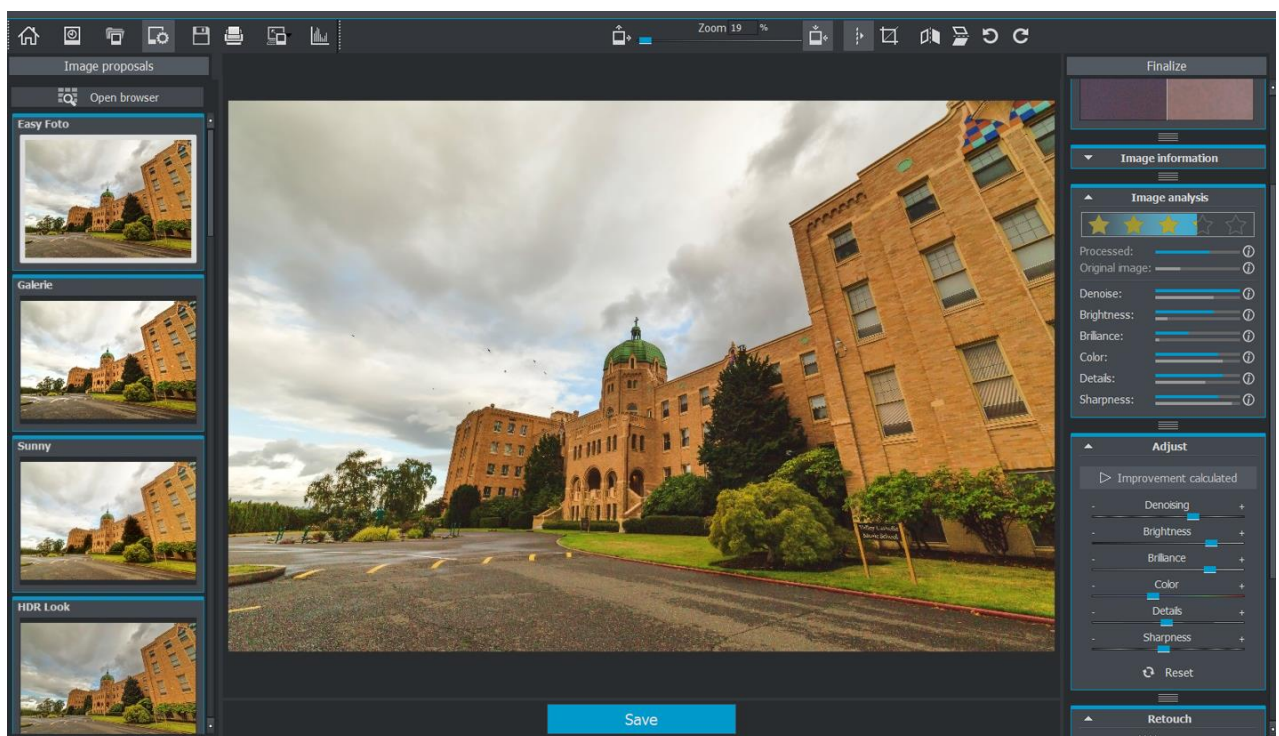
On the edges of each parameter's slide control, you should see small white arrows. These are **Easy Foto's** improvement suggestions that give you hints on how to further enhance your photograph. In this case, the Denoise, Brightness, Brilliance as well as Sharpness need to be increased while Colour and Details should be decreased.



## Before/After



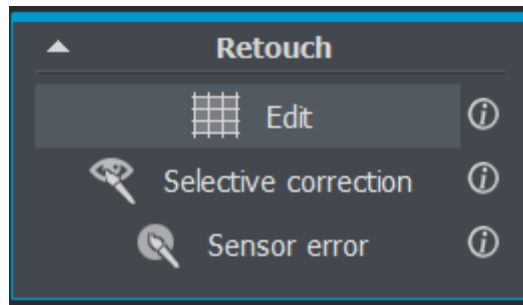
**Before Editing:** This image currently has a rating of 1.5 of 5 stars.



**After Editing:** This image now has a rating of 4 of 5 stars.

## 8.5 Retouch

With the Retouching tools, you can begin to apply custom edits to your photograph. You can either begin to straighten out the horizon, remove red eye or simply soften up your portraits.

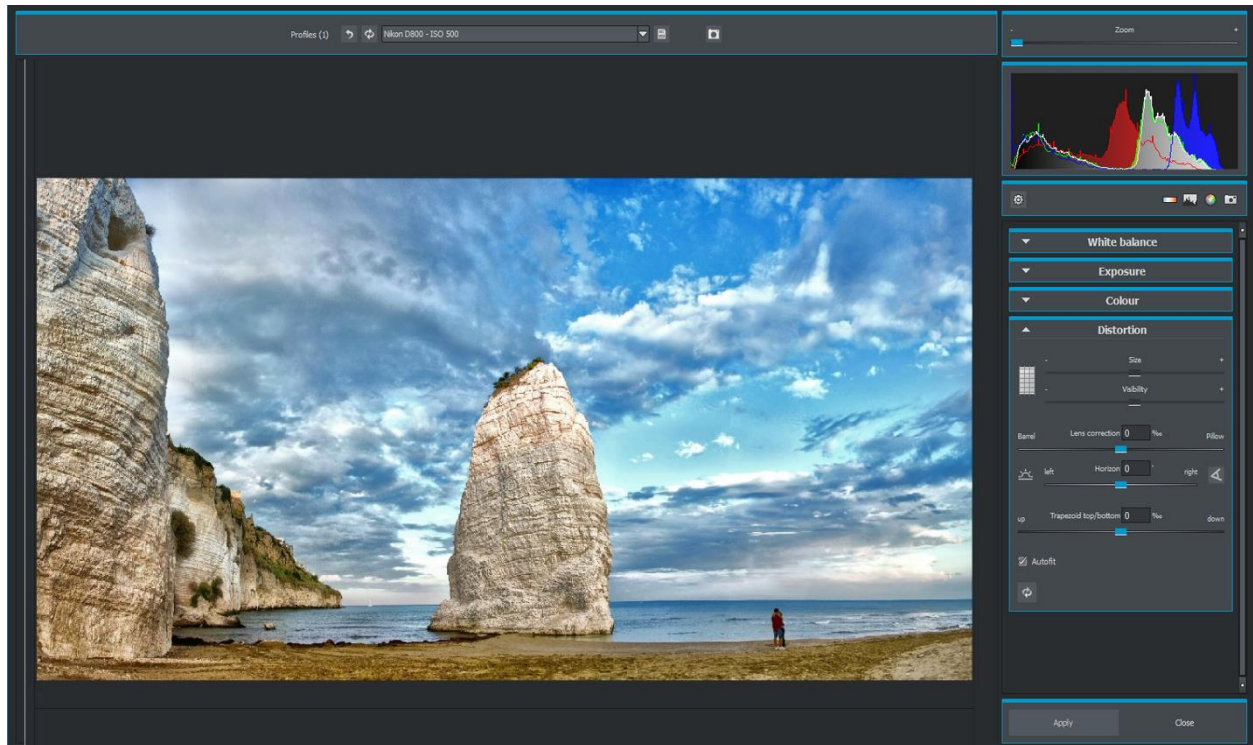


**Edit:** In the **Edit** section, you can make precise adjustments to the white balance, exposure or specific colour tones. In the subsection **Distortion**, you will find the **Horizon Correction** tool.

**Selective Correction:** In the Selective Correction section you will find the tools enabling you to begin editing designated image regions with assorted effects. The effects **Soft Skin** and **Red Eye Correction** could play a substantial role in enhancing your portrait photographs.

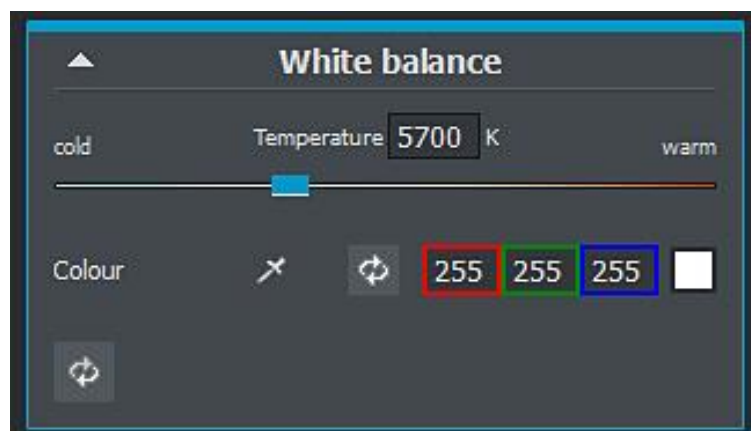
**Sensor Error:** The Sensor Error section allows you to remove small spots throughout the photograph often caused by the presence of dust particles on the camera sensor.

## Edit:



### White Balance

Here you can determine the colour temperature. Use the Pipette to designate a colour directly from the image for white balance. The colour temperature can then be precisely controlled using the Kelvin slide control. The lower the Kelvin value, the cooler the image will appear. Inversely, a higher Kelvin value will bring about a warmer colour temperature.



## Exposure

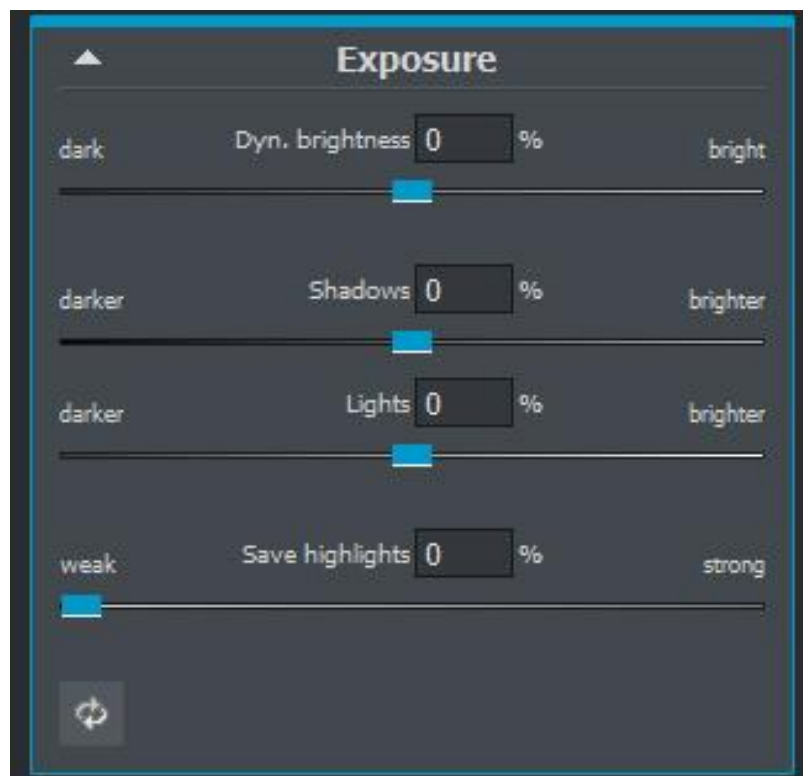
Here too you can continue to adjust the Shadow, Light, Contrast and Brightness settings of your original image.

**Dynamic Light:** The Dynamic Light setting allows for individualized light adjustment according to objects present in the photograph.

**Shadows:** Brighten up shadows in order to bring out more details or decreased brightness to add depth to the image.

**Light:** Decrease brightness levels of (High)lights to bring out more details or increase them for a luminous or glowing look.

**Highlight Restoration:** With this filter, you can bring out the details hidden in highlights in rendering them visible.



## Colour

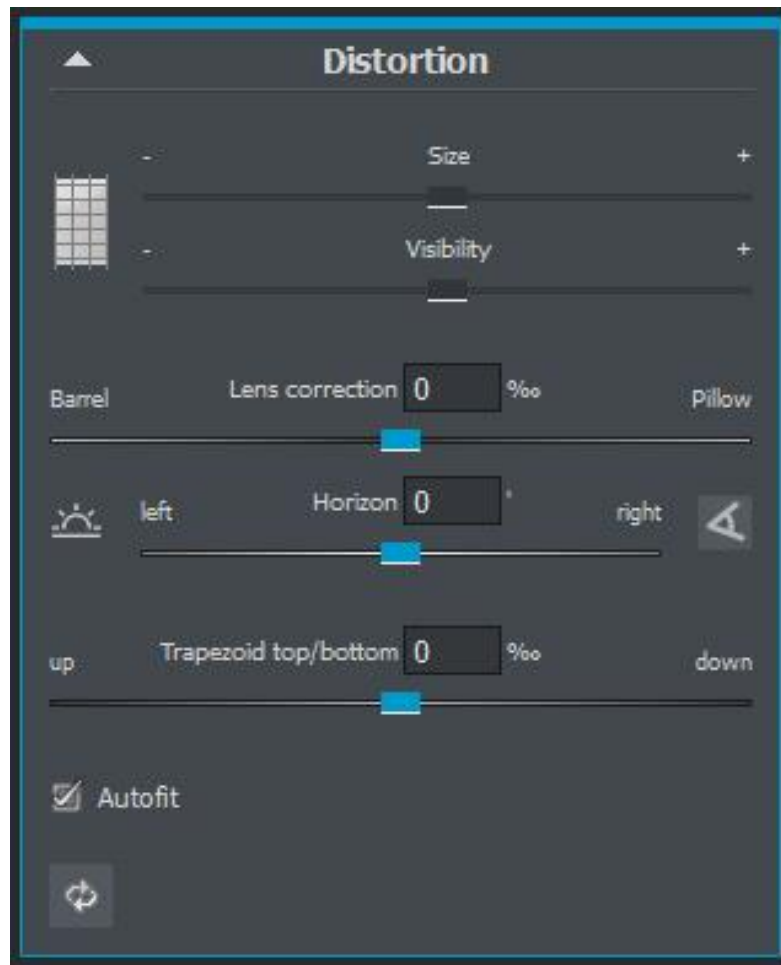
These Colour Settings control the luminosity of shadows and lights. Here you can work to counteract unwanted chromatic aberration.





**Distortion:**

This editing section definitely deserves a closer look. This mighty tool lets you even out your horizon, offset camera rotation and correct lens errors. If sections of the border happen to be omitted, use "Automatic Adjustment" to remove them completely. You can also use the upper two slide controls to display Help Lines as well as further adjust their size and opacity. Simply click on the rectangle to the left to display the Help Lines.



**Lens Correction:** Correct for the curvature of the lens with Lens Correction.

**Horizon:** Rotate the image and straighten the horizon.

**Trapez O-U:** Horizontal trapezoidal equalization corrects the perspective by extending the image's lower or upper edge.

In the following example, close attention will reveal that the horizon is slightly uneven with the right side slightly higher than the left.



One light rotation using the Horizon slide control together with the lens correction function results in a noticeably straighter horizon.



The finished panorama photo after distortion correction.





You can also go about correcting the horizon using a line designated within the image. Begin by clicking and holding down the mouse button on one point along the horizon, then drag your cursor to a second point to complete your selection. Following the release of the mouse at the second selection point, the program will automatically straighten the horizon.

This tool allows for corrections of up to 20 degrees in both directions.



## Selective Correction:

This tool lets you selectively edit designated regions of the photograph without the complicated and tedious preparation of masks, as is a common element of selective editing methods present in other image editing programs. **Easy Foto** makes use of an intelligent Edge Recognition Algorithm which independently recognizes edges, lines, boundaries and contrasts in brightness and saves these areas you've selected as a mask.

These simple and precise masks serve as the basis for seven essential image improvements: „Darken“, „Brighten“, „Colour Enhancement“, „Colour Reduction“, „Detail Enhancement“ and „Detail Reduction“. Masks can also be saved as their own image file and later applied in other image editing programs.

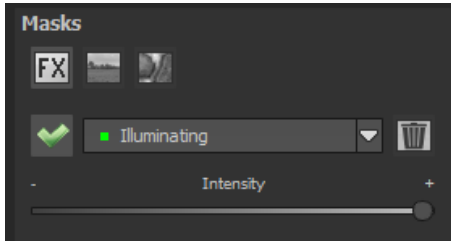
How the whole thing works can best be explained using this image example: We first open the Selective Painting Window (Post-Processing/Finalize – bottom right). A single RAW Image of a blue-hour-by-the-ocean situation will serve as our example. The colours in the photograph have already been developed quite well. Now we would like to brighten up the rocks without robbing the photo of its evening feel – the sky, water and beach need to remain untouched.





## 1. Select your Editing Objective

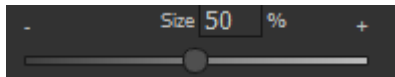
Here you should choose „Brighten“. Make sure that the selected masking function is activated with the green check.



## 2. Activate Drawing Mode

## 3. Activate Fill Mode for all Brush Functions

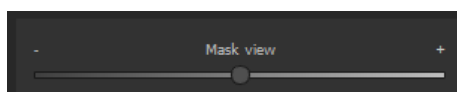
## 4. Hovering over the edges with the mouse without clicking.



These will recognize the brush size and correct it if necessary. Pay attention to the Mask Display. The object whose edges are automatically detected will be displayed with a white overlay. Now trace along the edges of the designated object while holding down the mouse button until the full selection has been made. Attention! What you are seeing at the moment is the effect and the overlying mask.



## 5. Once the object has been fully selected, you can hide the mask by dragging the Mask Display slide control to the left.

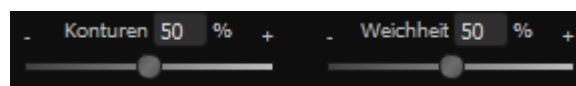



6. Now displayed is the only the effect – the brightened rock formation, as “Brighten” was initially chosen as our Editing Objective.
7. Click on “Close”. Selective edits will be applied and you return to the Post-Processing Menu.





***The brightened rocks to the right can now be seen much clearer following the selective correction. The sky and ocean have retained their initial original colour tones.***


8. Every effect selectively applied can be turned either on or off by clicking the green checkmark.
9. The intensity of edges varies from image to image. In most cases, the preset settings should be enough to bring your project along. However, it may be necessary to adjust the edge and softness settings from time to time in order to achieve optimal results specifically adapted to your designated editing region.

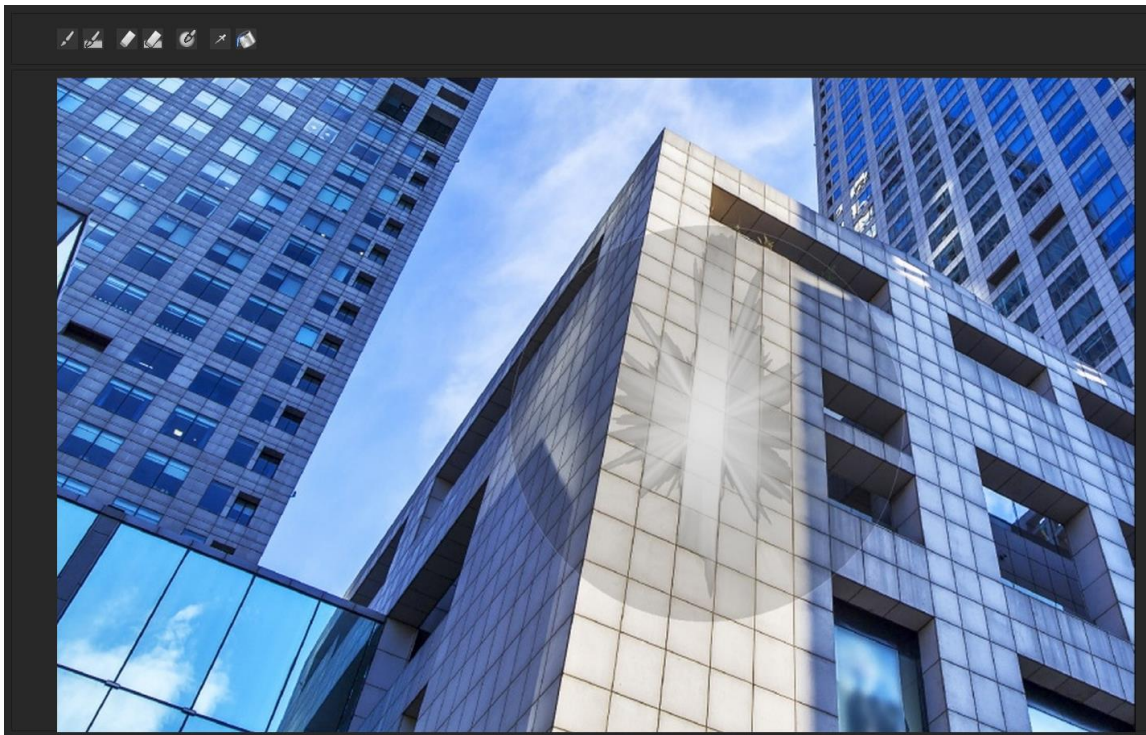


10. If your drawn selection happens to extend beyond the actual borders of the object, use the Eraser  to touch these areas up. If you only want to remove small sections, use the eraser with variable limitation settings. With opacity levels set to 50%, only 50% of the mask will be removed no matter how often you erase. This is how Painting Mode works with variable limitation settings.

11. If you would like to mask a large portion of the image with the exception of a small object, this can be done most efficiently by masking the small object and then simply reversing the mask. To do this, click on 

**Professional Tip:** You have two Fill options for filling masks at your disposal. When should you use them? We've already used the „Normal“ Fill Mode  in our large-area masking example. This is also the Fill Mode preferred for the of editing sky and water.

Radiant Fill Mode  is a highly precise tool preferred for small objects and geometric shapes or objects with straight lines as shown in the example below.



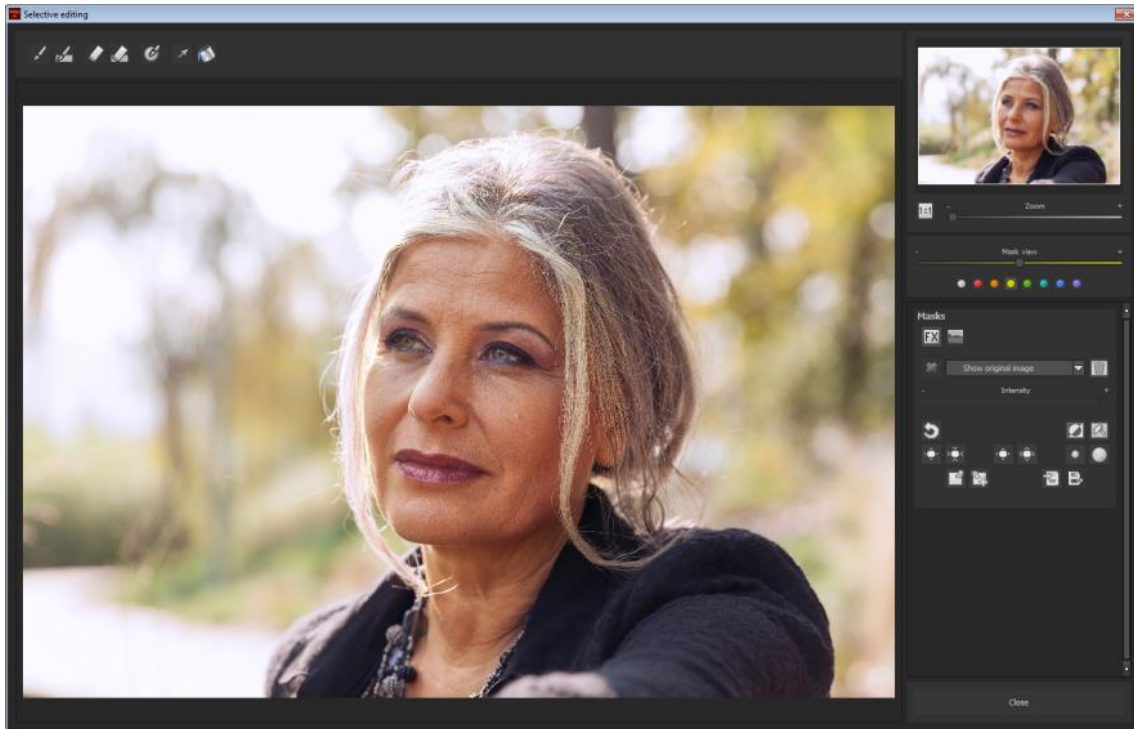
***With Radiant Fill Mode you can easily mask the sides of the building while leaving windows untouched.***

## Soft Skin:

Here's how you can begin to apply skin smoothing techniques in your photos in three short steps.

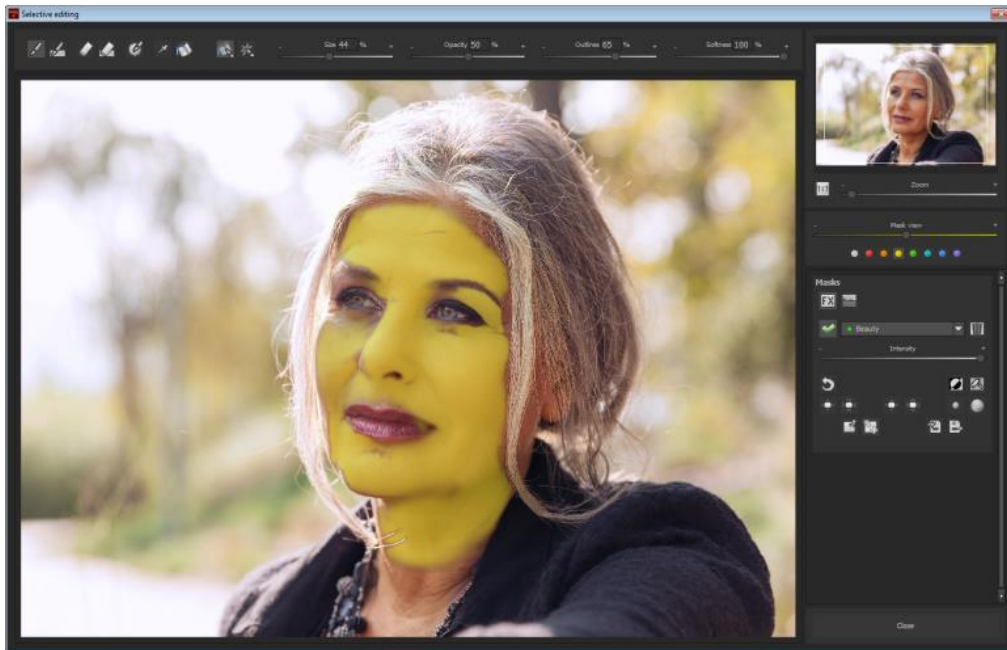
### Step 1:

Select the mask "Soft Skin" in "Selective Painting".

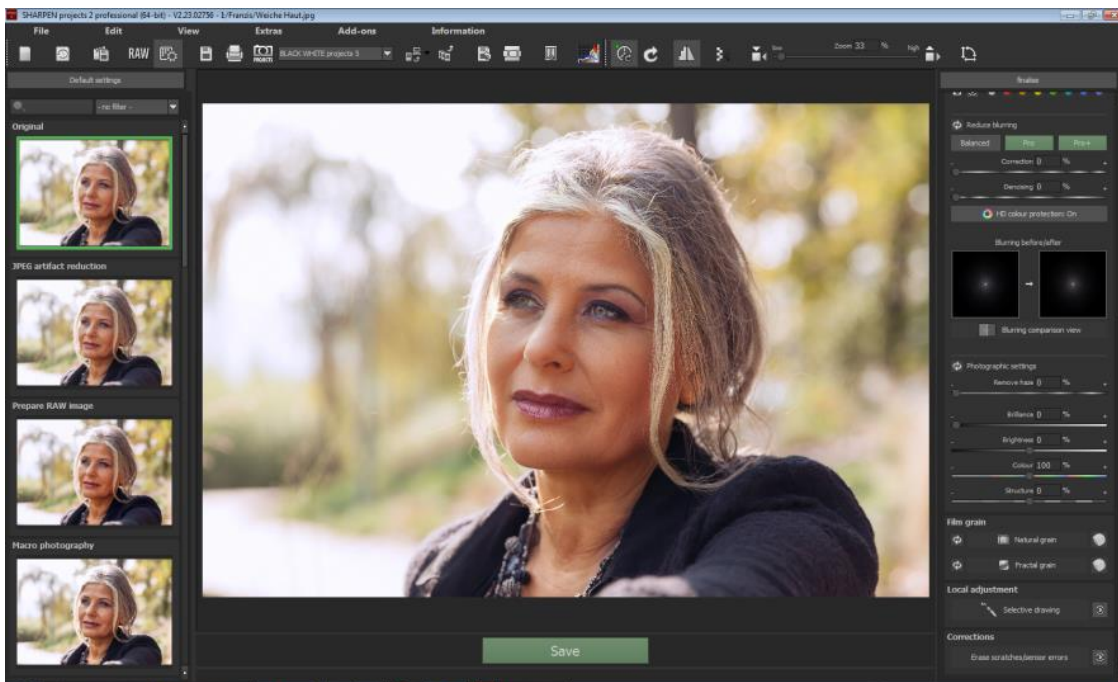




Step 2: Using repeated clicks, select the area of the image you would like to work on. Don't worry, the area highlighted yellow is only meant to provide a better visualization of the process and will later disappear.



Step 3: When finished, click on Close to apply mask selection to the photo.



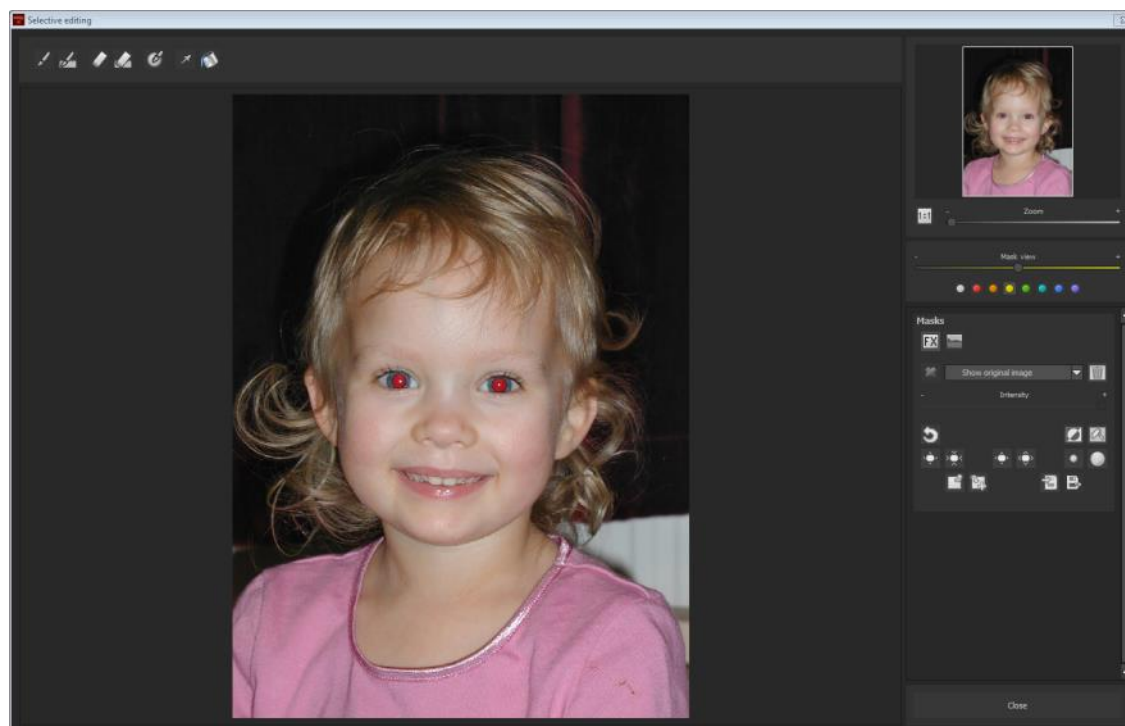


## Remove Red Eye:

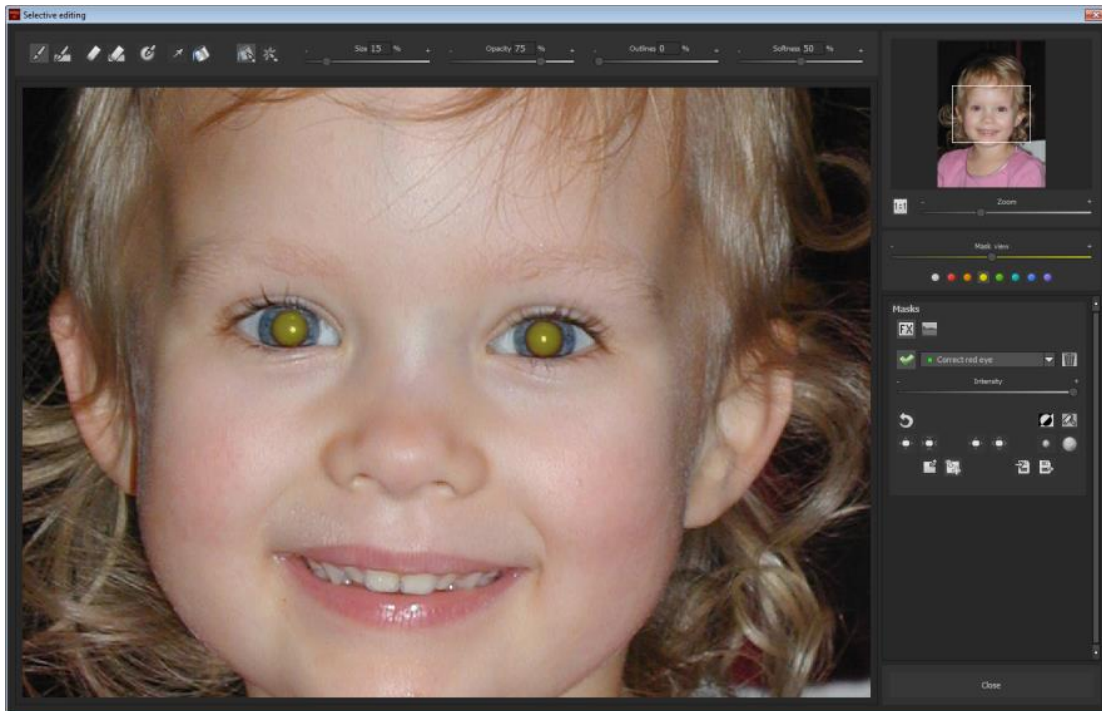
Remove Red Eye in three easy steps.

Step 1:

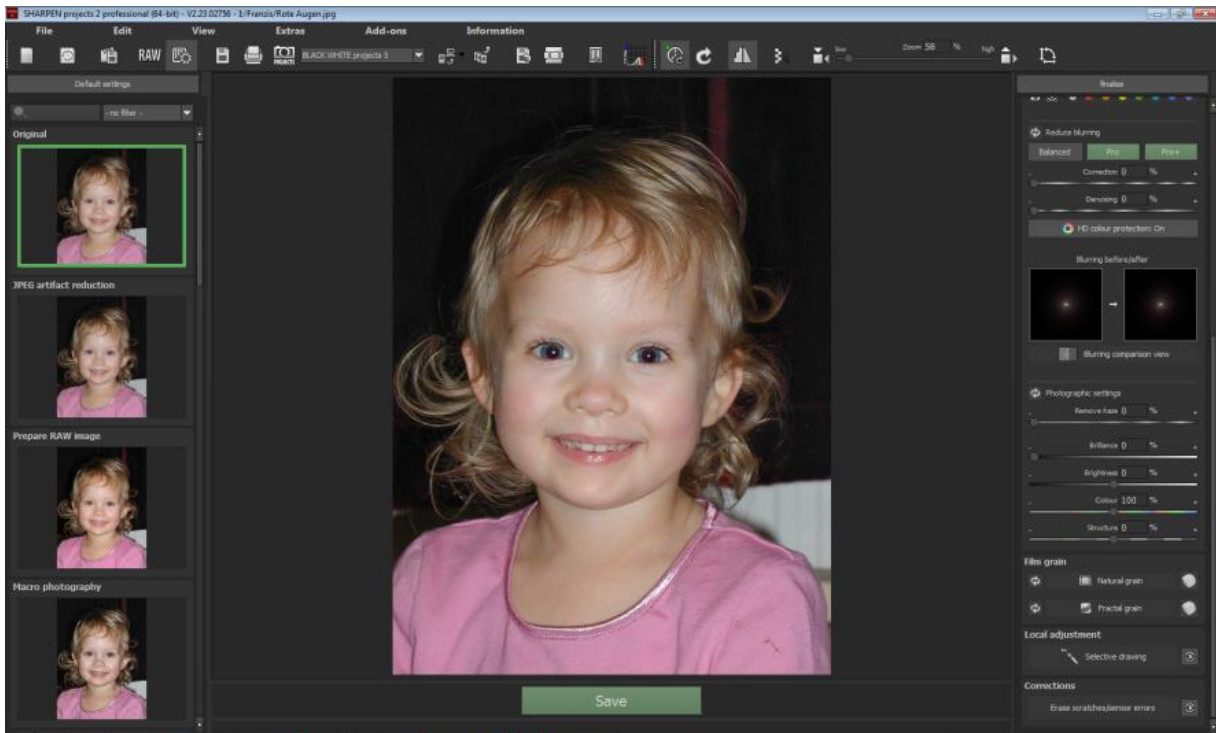
Select the “Red Eye Correction” mask in “Selective Painting”.



Step 2: Use the Brush Tool to select the areas of the eye that are discoloured.



Step 3: When finished, click on Close to apply mask selection to the photo.



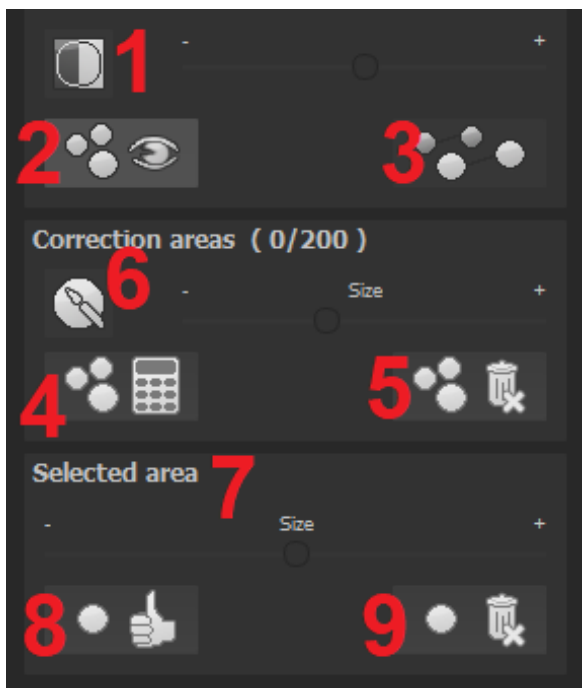
## Sensor Error:

With its microcontrast amplification, digital photography tends to show even the slightest sensor imperfections well known and dreaded by all photographers despite regular efforts to keep the sensor free of dust.

**Professional Tip:** The Intelligent Correction Function lets you remove sensor obstructions as well as any other interference – a beach shot was never rendered free of visitors so easily!

Stamp image errors right out of your image – the program automatically fills these areas using appropriate sections from the surrounding region.

Make corrections following these steps:



Select the Brush Tool from **(6)** and click on an area of the image you would like to correct. A dotted circle will then appear serving as your selection source point.

Drag this circle to the point in the image you have chosen as the first source point. The marked area is then improved based on the source point selection.

With button **(1)** you can display all sensor errors within the image. These will appear highlighted against the backdrop.

Button **(2)** allows you to show or hide all corrections made within the image. The corrections are still applied when hidden. The

function's intention is to provide an adequate Before/After perspective.

You may select multiple correction selections by clicking on the brush symbol (6) and designating an additional region.

Button **(3)** shows/hides your currently selected correction regions helping to provide clarity.

With Button (5) you can delete all corrections made.

Section **(7)** allows you to adjust the size of the selected region.

You also have the possibility of automatically searching the image for the optimal source point region for improvements by clicking on Button **(8)**.

Button **(4)** will calculate all the calculate proper correction points for all regions selected in automatic mode using Button **(8)**.



Button (9) deletes the correction region currently selected.



***In this original image, red circles have been placed around sensor errors.***



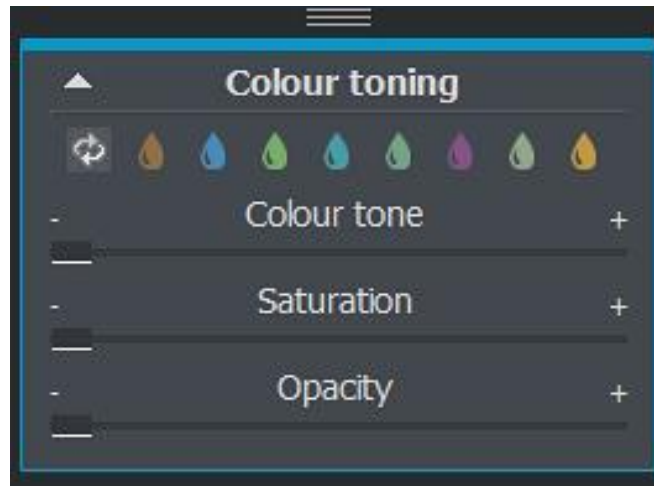
***Sensor Error Correction highlights the problem areas in the image and identifies a separate source from the photograph to replace these unsightly specks.***



***Sensor Error Correction has proven successful.***

## 8.6 Colour Toning

Colour Toning lets you lend your photograph a unique atmosphere by making use of a wide array of various tones. Select a colour tone and directly control its different properties using the slides controls "Colour Tone", "Saturation" and "Opacity".



Returns the Colour Tone to its neutral setting



Full Colour – Enhances all brightness ranges



Colour Toning with shadows and midtones



Colour Toning with midtones



Colour Toning with midtones and lights



Duo Colour Toning – Main Colour with midtones and lights and complementary colours in shadows



Duo Colour Toning – Main Colour with lights and complementary colours in shadows



Duo Colour Toning - Main Colour with midtones and lights and complementary colours in shadows and midtones



Duo Colour Toning – Main Colour in midtones and complementary colours in shadows and highlights



## 9. File Save

You can save image results either with the button in Toolbar, through the File Menu or with the keyboard shortcut (Strg + S).

### Image Cropping and Captions

As soon as a File Save has been initiated, the Cropping and Caption window will open.



At the top of the screen, you will find a number of helpful tools for adding the finishing touches to your composition.

Here you can determine the aspect ratio as well as display various help lines such the Rule of Thirds, the Golden Cut and the Golden Spiral.

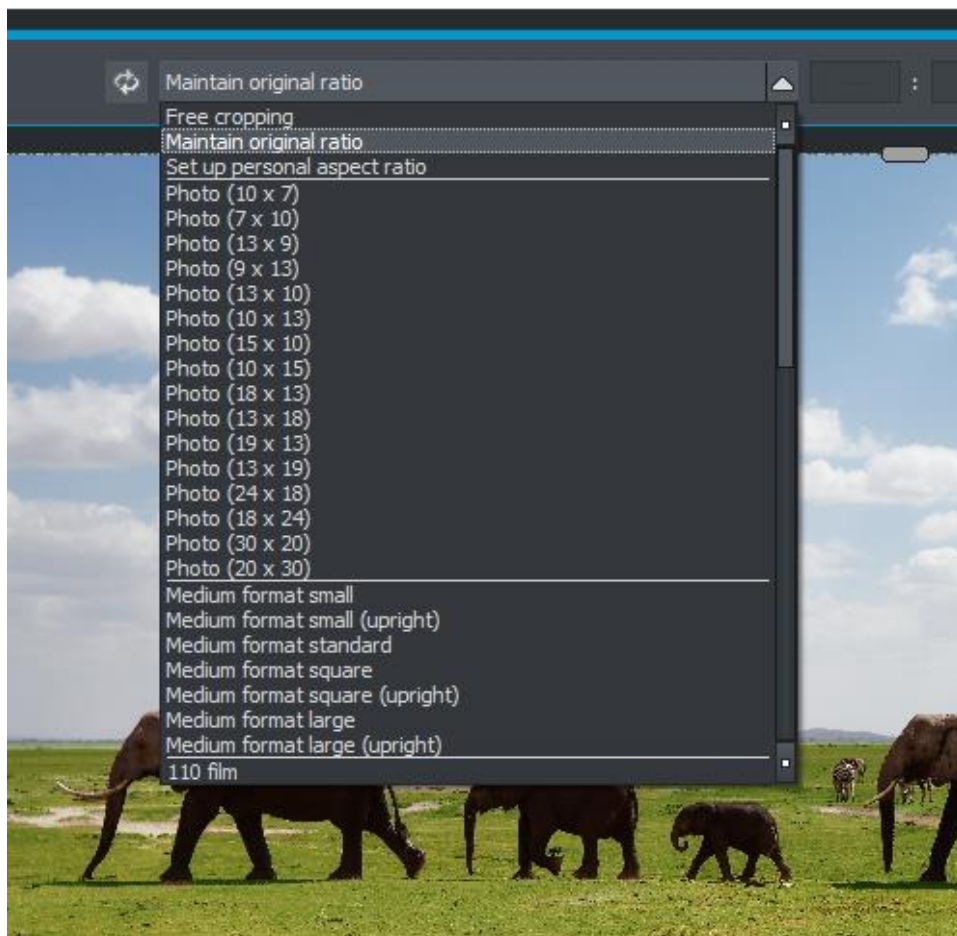
Your image result appears in the center of the window. Adjust the corners and border edge boundaries of your image to crop it down to size before saving.

In the text field located at the bottom of the screen you can add captions to your photographs. Here you can customize the font size, background and text positioning to fit your image.

Font sizes are automatically scaled according the image's aspect ratio.

You can determine the image size ratio on your own or choose from up to 71 formatted templates.

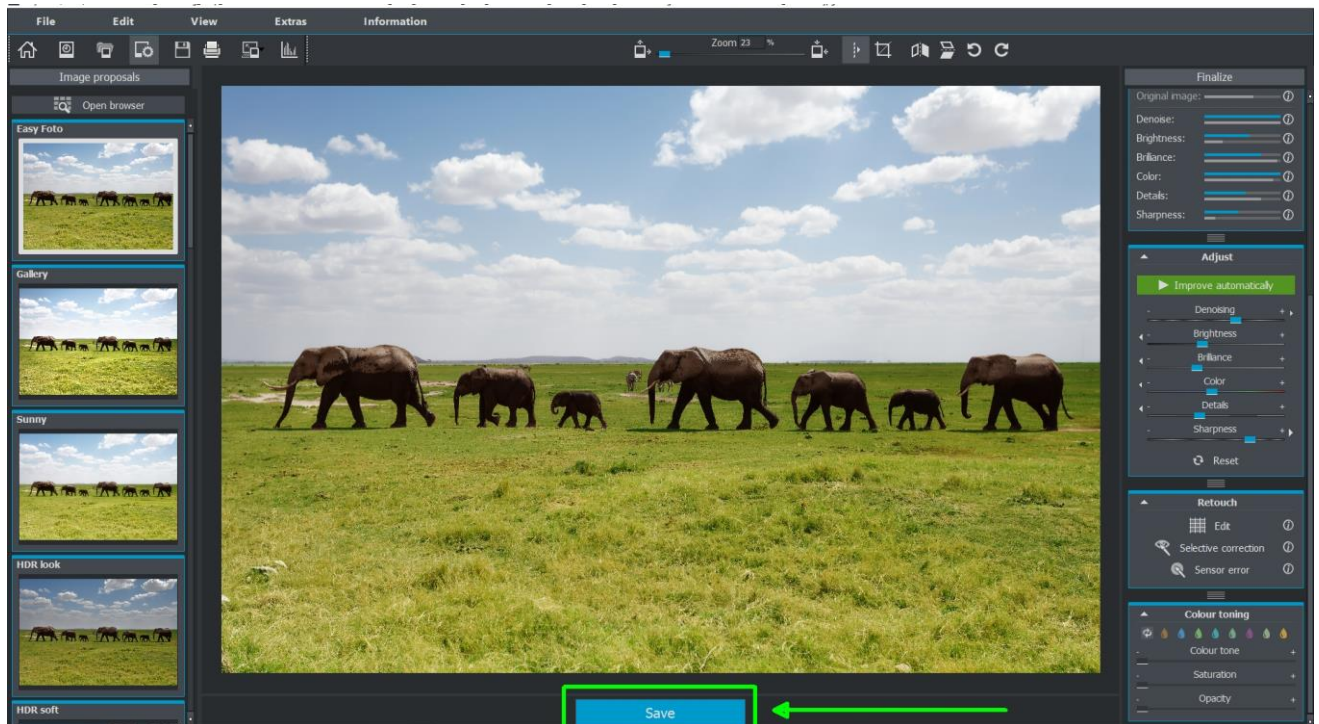




**Please note that when an image size ratio of 13 x 18 is chosen, this image result is not 13 x 18cm large, rather it is saved in a ratio of 13 to 18.**

Once you've designated the crop aspect ratio and entered your caption, click on the "Save" button and proceed in selecting a save format and title for your image in the following window.

If you are content with the edits made to your image and would like to save it, click on “Save”.



## 10. Keyboard Shortcuts

### General Functions

New Project	Strg N
Upload Image	Strg Shift O
Save Image Result	Strg S
Print Image Result	Strg D
Quit Program	Strg F4
Open RAW Module	F4
Switch to Post-Processing	F7
Open Settings	Strg P
Access Homepage	@
Open Aboutdialog	Shift F1
Show/Hide Histogram	Strg H
Fullscreen Mode	Strg F

### Image Display Functions

Zoom in	Strg +
Zoom out	Strg -
Fit to Screen	Strg 0
100% View	Strg 1
Radarfenster feststellen (lock)	L

### RAW Development

Zoom in	Strg +
Zoom out	Strg -

### Progress Browser

Back one page	Image up
Forward one page	Image down
Navigate to Beginning	Pos1 Key
Navigate to End	End Key
Previous Entry	Cursor left

Next Entry

Cursor right

## Variant Browser

Zoom in

Strg +

Zoom out

Strg -

Shift View to the left

Cursor left

Shift View to the right

Cursor right

Shift View upwards

Curser up

Shift View downwards

Cursor down

Show All

Strg 0

Shift View to Center

Spacebar

Select Item

Enter Key

## Sensitive Selective Painting

Zoom in

Strg +

Zoom out

Strg -

Toggle 100% View / Fit

Strg 0

Activate Painting Tool

A

Activate Painting Tool with limitation

Shift A

Activate Eraser Tool

S

Activate Eraser Tool with limitation

Shift S

Activate Softening Brush

W

Activate Mask

E

Activate Fill Mode

D

Activate Brush Fill Mode

F

Activate Brush Streak Mode

R

Reduce Brush Size

1

Increase Brush Size

2

Reduce Opacity

3

Increase Opacity

4

Soften Edge Recognition

5

Sharpen Edge Recognition

6

Reduce Softness

7

Increase Softness

8

Back one step

Mask Display On/Off

**Strg Z**

**M, Shift M**

## Scratch and Sensor Error Correction

Zoom in

**Strg +**

Zoom out

**Strg -**

Shift active Correction Region to the left

**Cursor left, Shift Cursor left, Strg Cursor left**

Shift active Correction Region to the right

**Cursor right, Shift Cursor right, Strg Cursor right**

Shift active Correction Region upwards

**Curser up, Shift Curser up, Strg Curser up**

Shift active Correction Region downwards

**Cursor down, Shift Cursor down, Strg Cursor down**

Select Previous Correction Region

**Image up**

Select Next Correction Region

**Image down**

Activate all Correction Regions

**C**

Designate New Correction Region

**N**

Delete active Correction Region

**Entf**

Enlarge active Correction Region

**+**

Shrink active Correctin Region

**-**

## Image Cropping

Shift Cropping Region to the left

**Cursor left, Shift Cursor left, Strg Cursor left**

Shift Cropping Region to the right

**Cursor right, Shift Cursor right, Strg Cursor right**

Shift Cropping Region upwards

**Curser up, Shift Curser up, Strg Curser up**

Shift Cropping Region downwards

**Cursor down, Shift Cursor down, Strg Cursor down**

## Hotline/Support

Contact the FRANZIS Customer Service Team for questions about installation, problems or disruptions concerning this software product.

**E-Mail: [support@franzis.de](mailto:support@franzis.de)**

**Telephone (Monday - Friday 12-18:00): +49 (0)180 30 02 644**

**(0,09 EUR per Minute from German Landlines, mobile rates may vary)**

**Telefax: 0180 300 26 45 (0,09 EUR per Minute from German Landlines, mobile rates may vary)**

Please bear in mind that your inquiries can only be handled by the FRANZIS Customer Service Support Team. This is how we can continue to make lasting improvements in our service quality while answering your questions quickly and professionally.

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- Product-→**ISBN-Number (These can be found on the back side of the product packaging located above the bar code).**
- Operating System of your PC
- Information about your PC's Configuration

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