

Multiple Image Manipulation with Microsoft Office Picture Manager



Microsoft Office Picture Manager is a Microsoft Office System 2010 tool. It comes with Microsoft SharePoint Designer which you can download and install from the Microsoft web site (<https://www.microsoft.com/en-us/download/details.aspx?id=16573>).

Picture manager supports several file formats including .jpg, .gif, and .bmp formats.

With Picture Manager you can

- fix automatically all your images at the same time
- send images by email
- make more detailed manipulation by selecting a any of the many available editing tools
- view all your images at the same time regardless of where the images are saved to
- find images the location of which you have forgotten

Starting Picture Manager

Start Picture Manager from **Start** menu: **All Programs > Office & Graphics > Microsoft Office > Microsoft Office Tools > Microsoft Office Picture Manager**

Editing images

With Picture Manager you can edit several images at the same time with the Edit Pictures tools.

The following editing tools can be used on several images at the same time:

Brightness or contrast

Color

Crop

Rotate and Flip

Red Eye Removal

For more tips, check the program's internal instructions.

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