

# Guide to Irfanview

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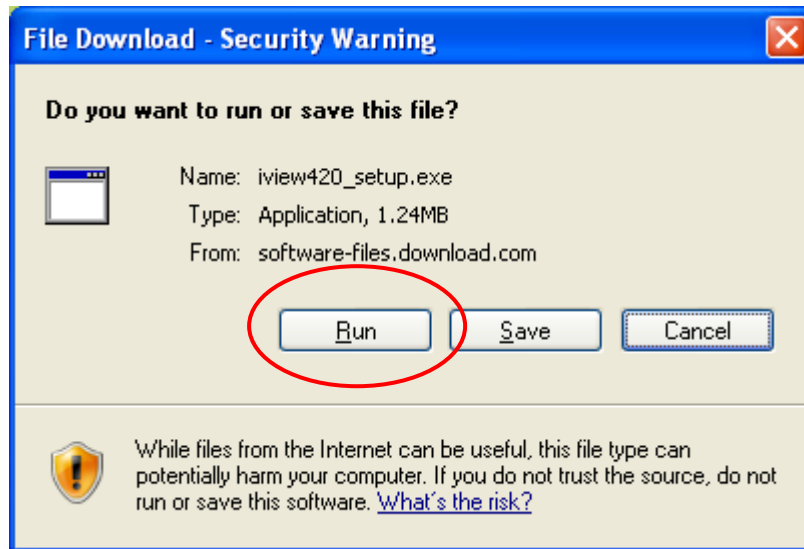
## How to download Irfanview

First go to <http://www.irfanview.com/>

Click on the download link in the left hand navigation.

Click on the Download Now icon and when it opens in a new window click on Download Now.

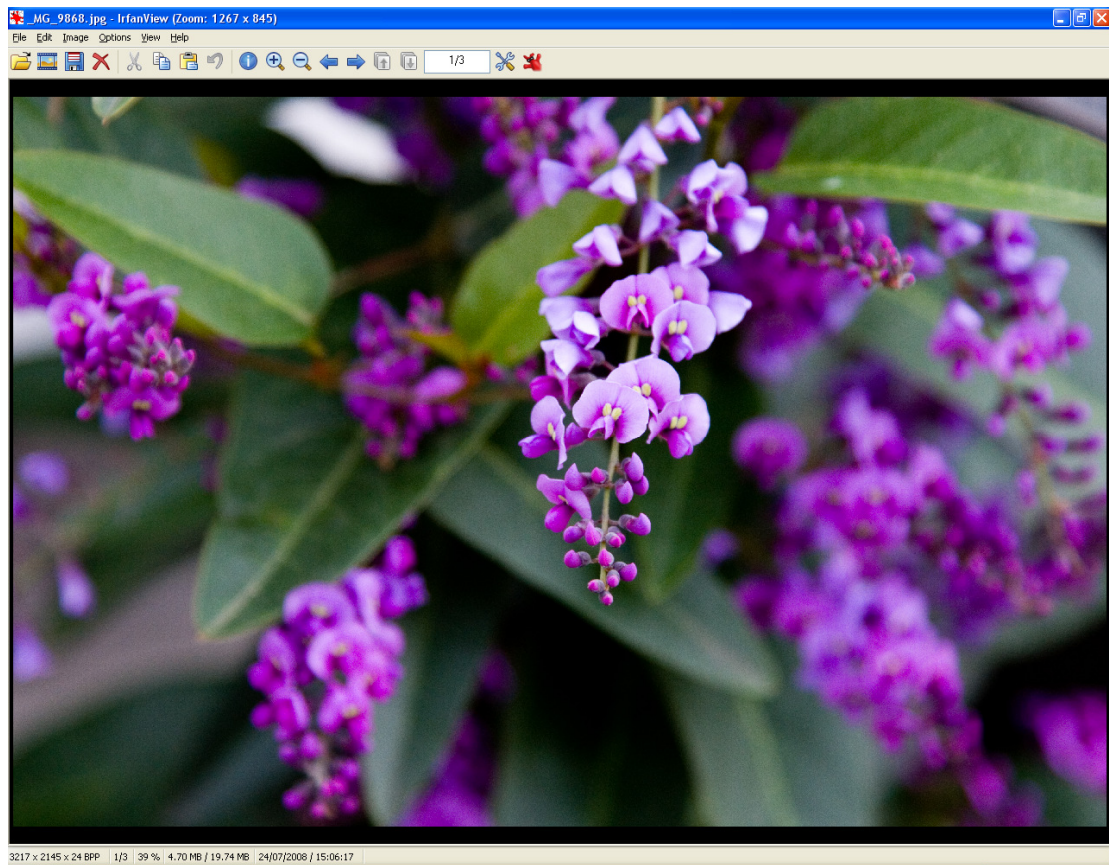
When it opens the File Download window, click on Run and follow the instructions.



Once it's installed open the program.

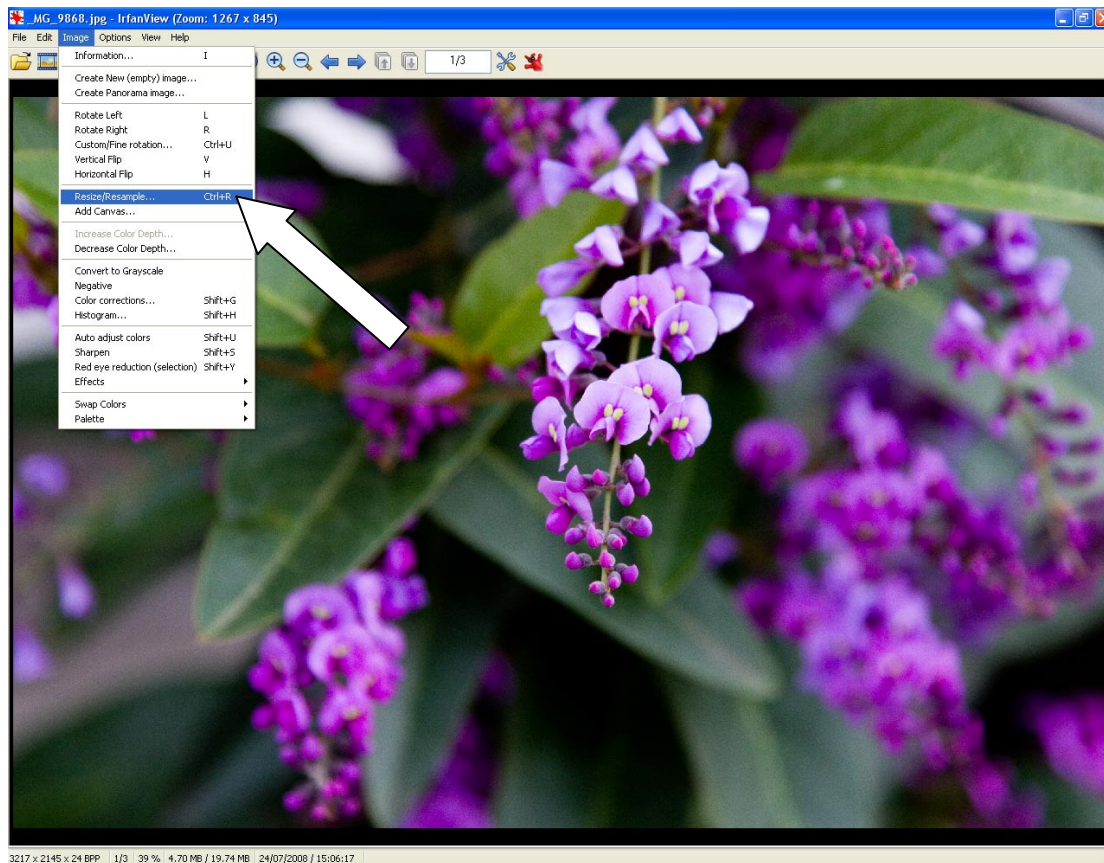
## How to resize your picture

Go to File --- Open. Then browse to the picture you'd like to edit and open it.

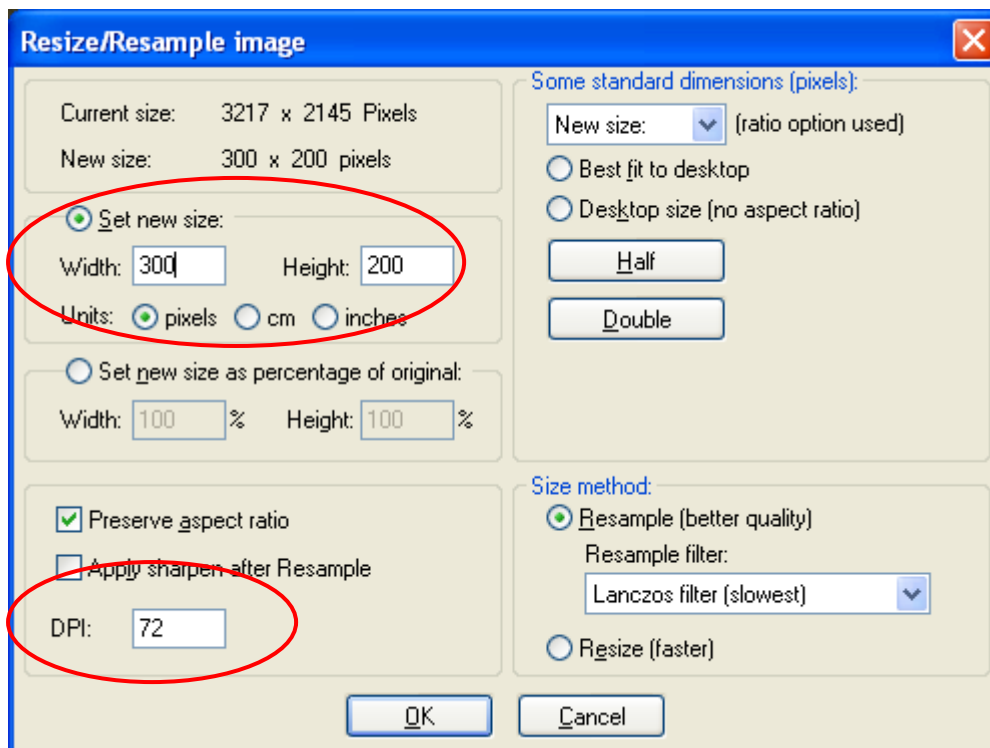


If you'd like to find out what the dimensions are of the image you'd like to edit, go to your site and right click on the image. At the bottom click on Properties. You'll see the dimensions on the box that opens up and you'll also see what the image is called. So should you wish to replace that image with the one you'll be working on, you could call it the same thing so when you upload it, the original would be overwritten.

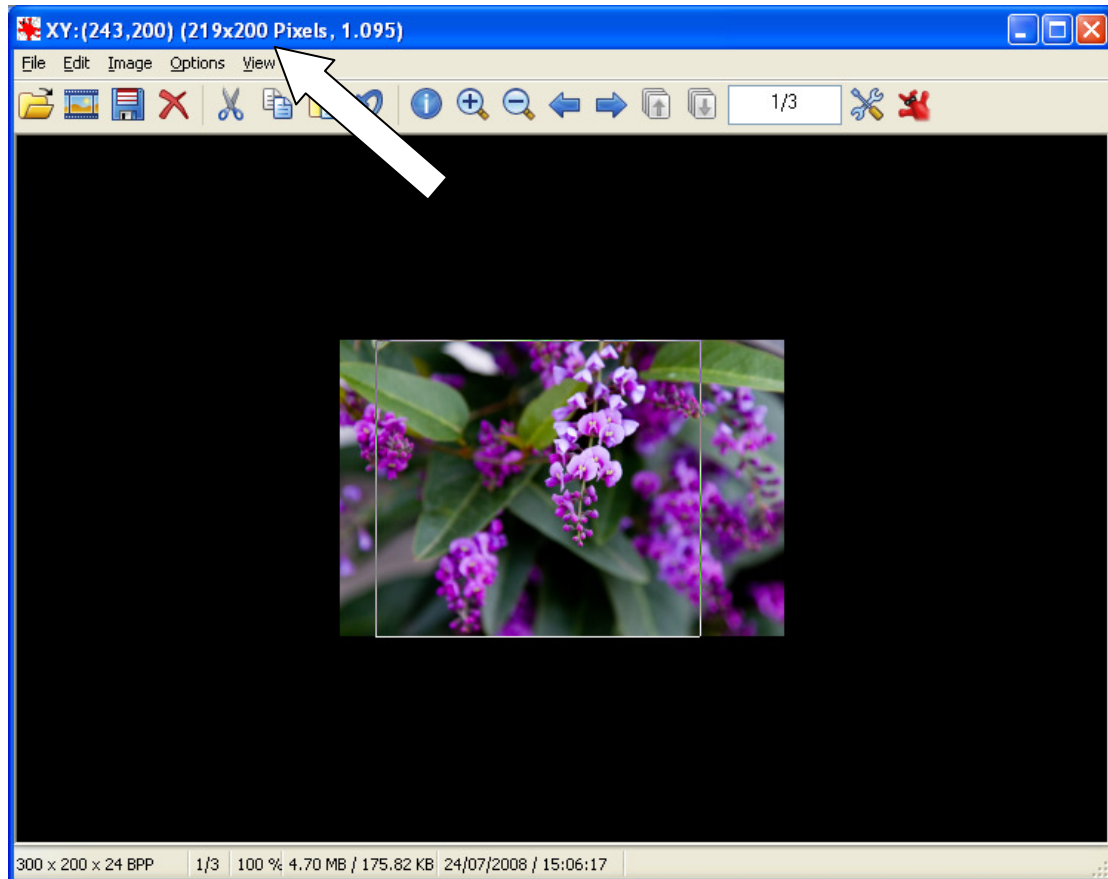
In the top navigation go to the Image drop-down and click on Resize/Resample image.



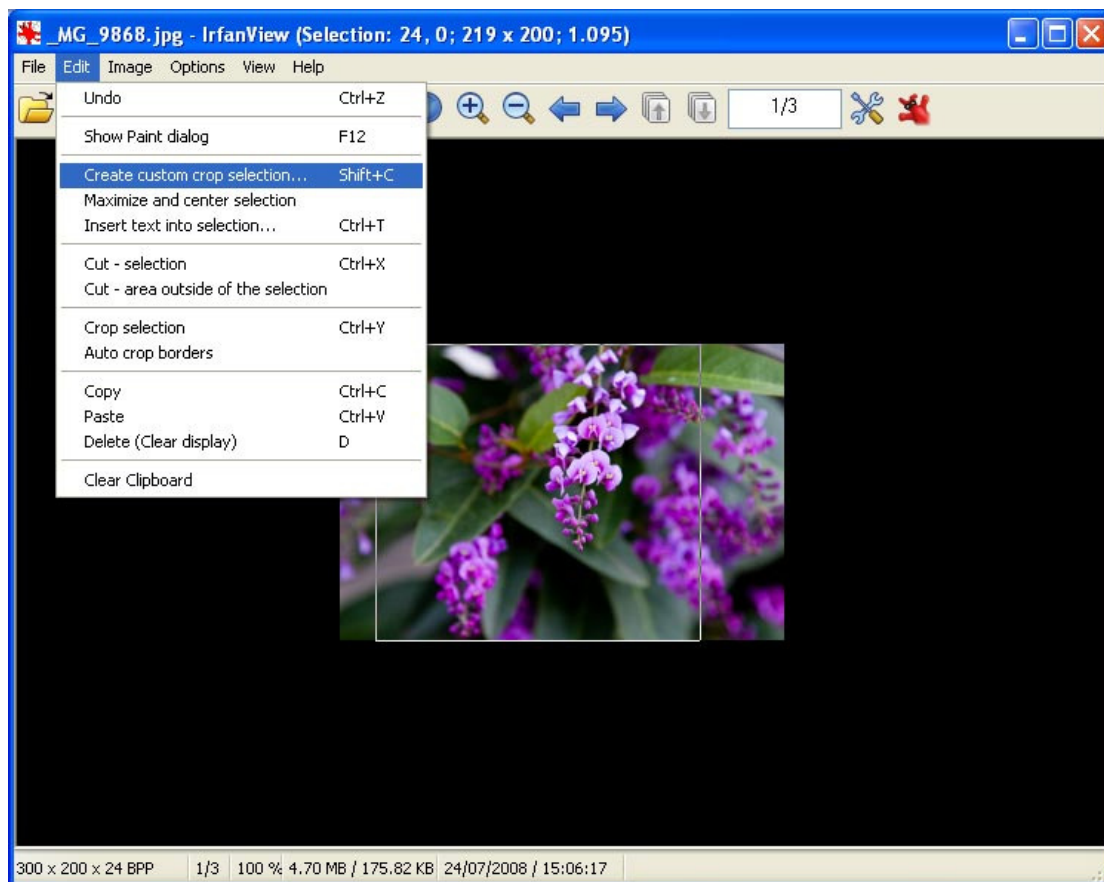
This dialogue box should open up where you can change the dpi to 72 and then resize the image to the dimensions you require. I would advise ticking "Preserve aspect ratio".



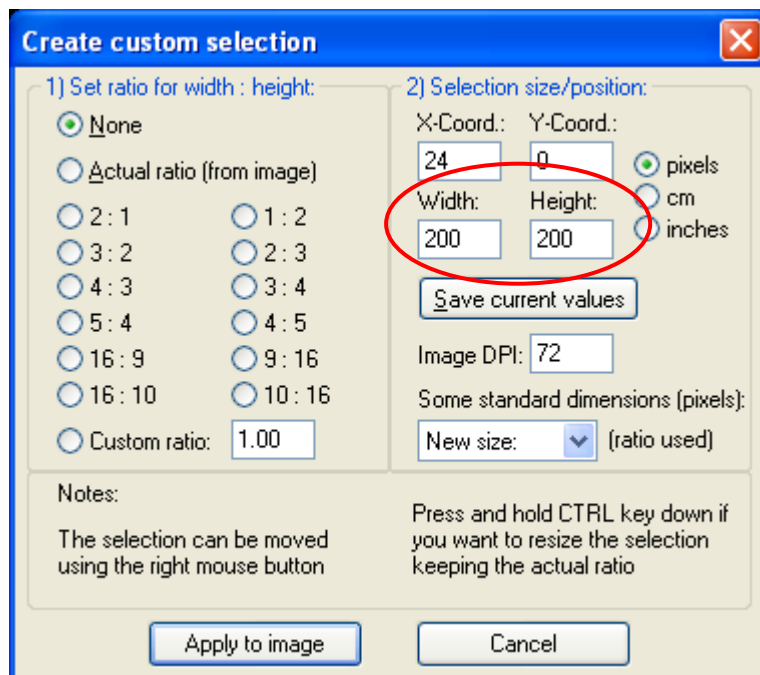
If your image has to be square or a different dimension you can use the crop tool. To do that take your mouse cursor and left click and drag over the image. You can see the dimensions at the top of the window.



Otherwise go to the Edit menu bar and select “Create custom crop selection”.

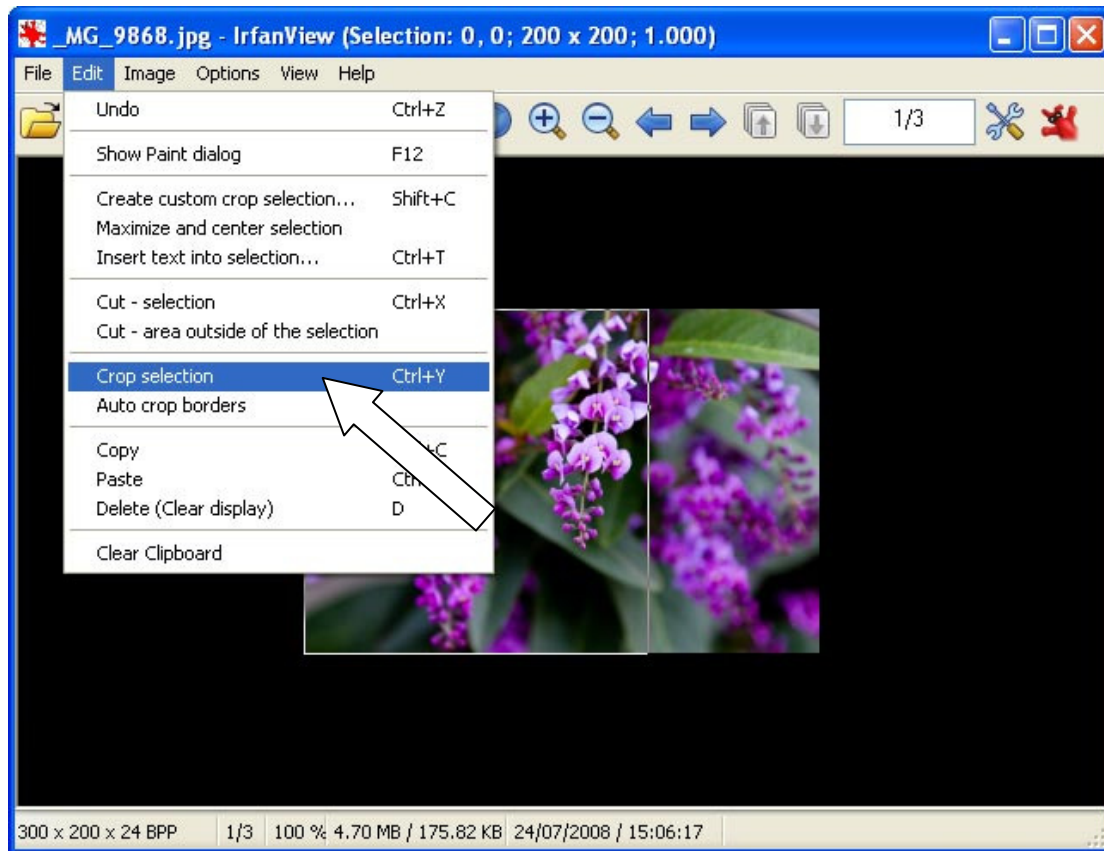


This window should open where you can specify your exact dimensions. Use pixels. Then click Apply to image.



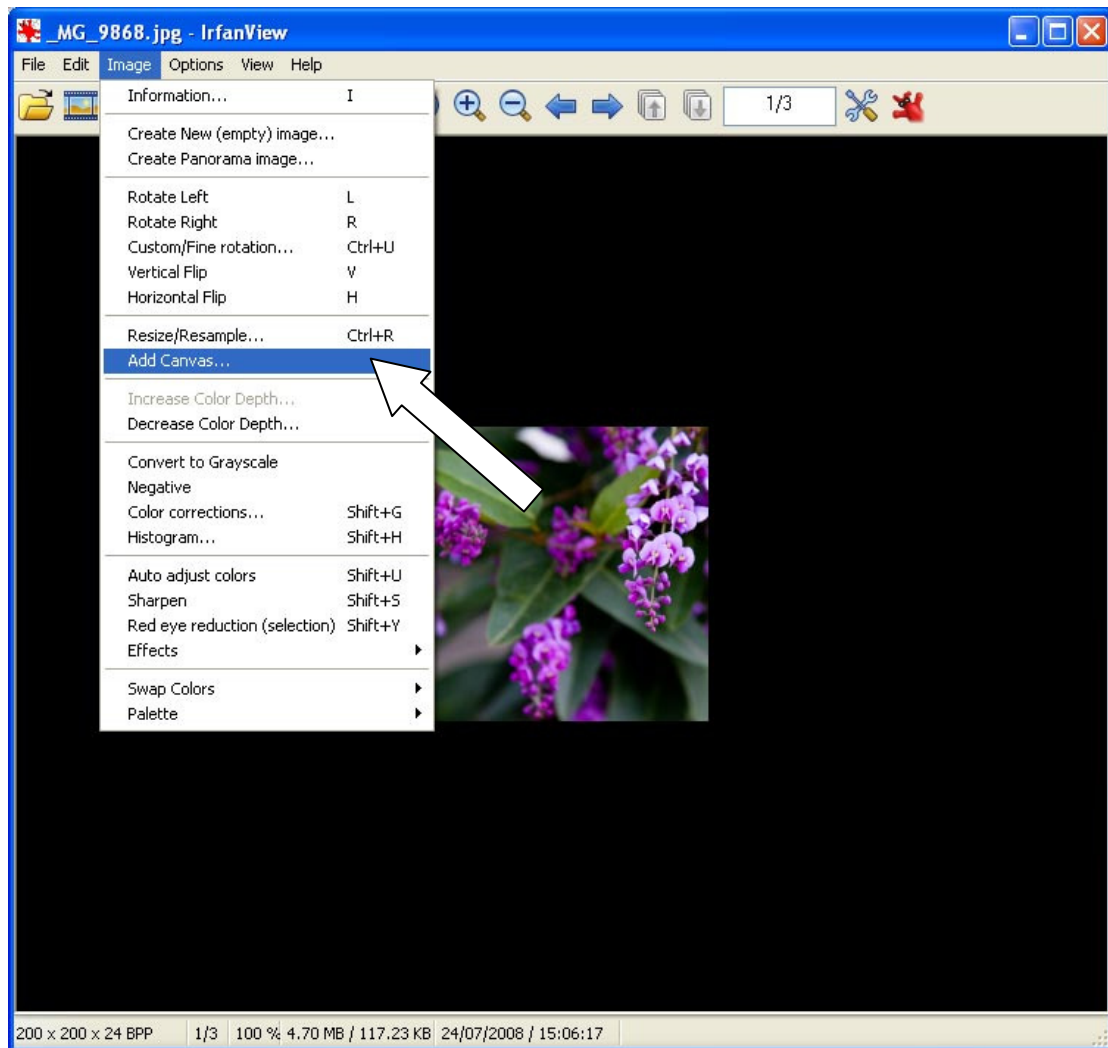


You'll see a box around the image. At this point go back to the Edit menu and click "Crop Selection" or else simply go to your keyboard and click Ctrl+Y.

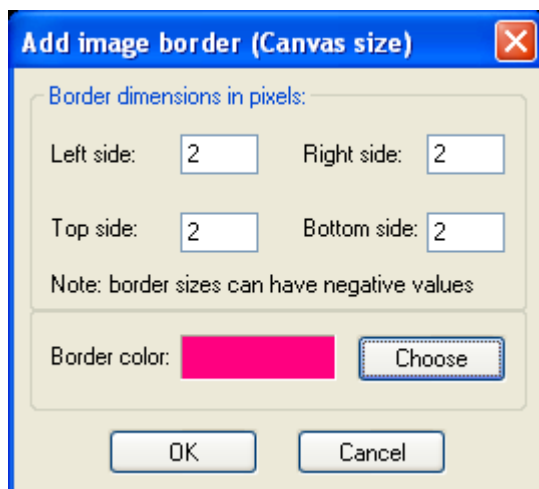


## How to add a border

Click on Images --- Add Canvas.

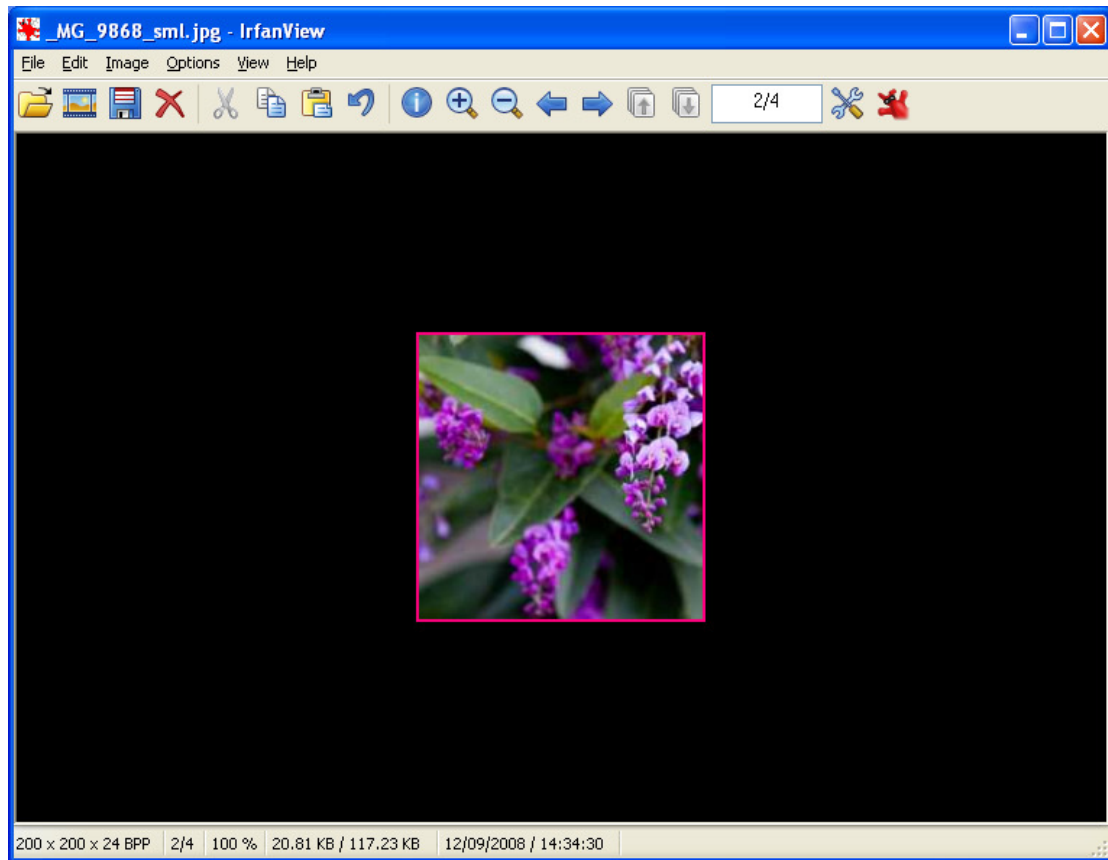


Choose the colour and the amount of space you'd like to add on each side.



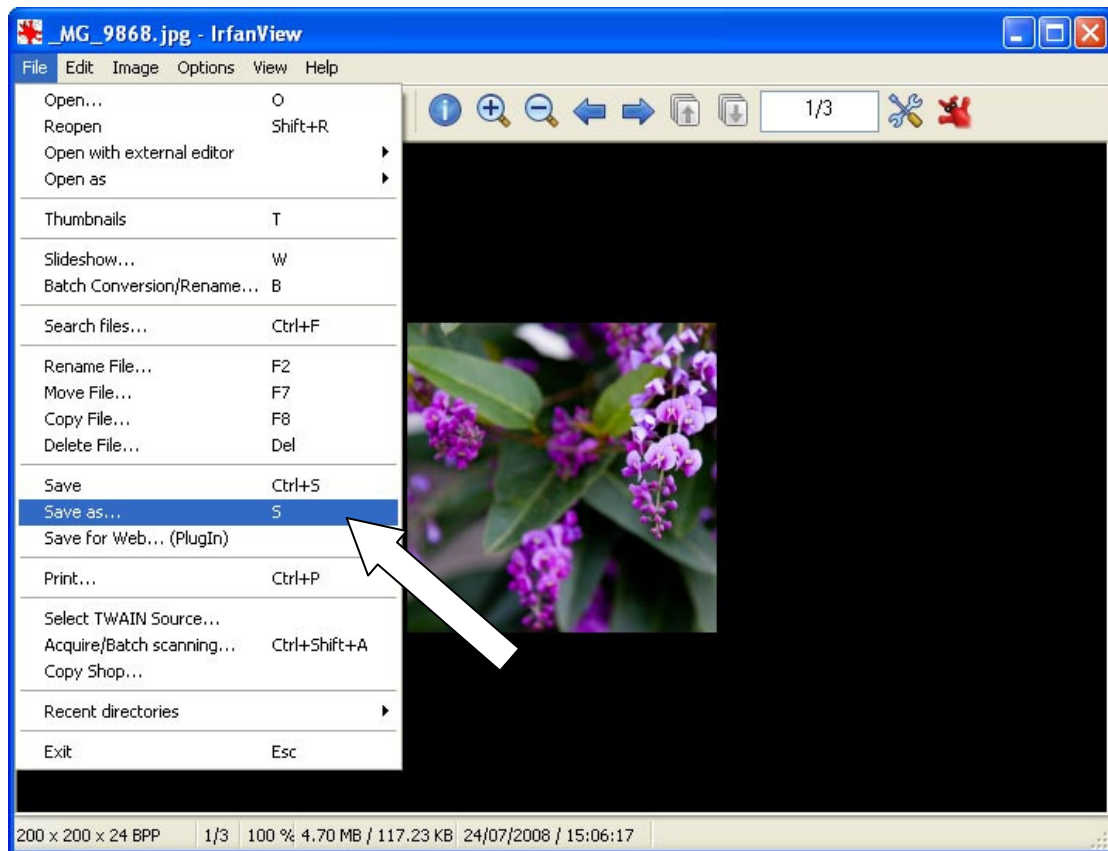


This border is then added on to the outside of the image so you may have to go back to Images --- Resize/resample to get the size back to what you originally wanted.

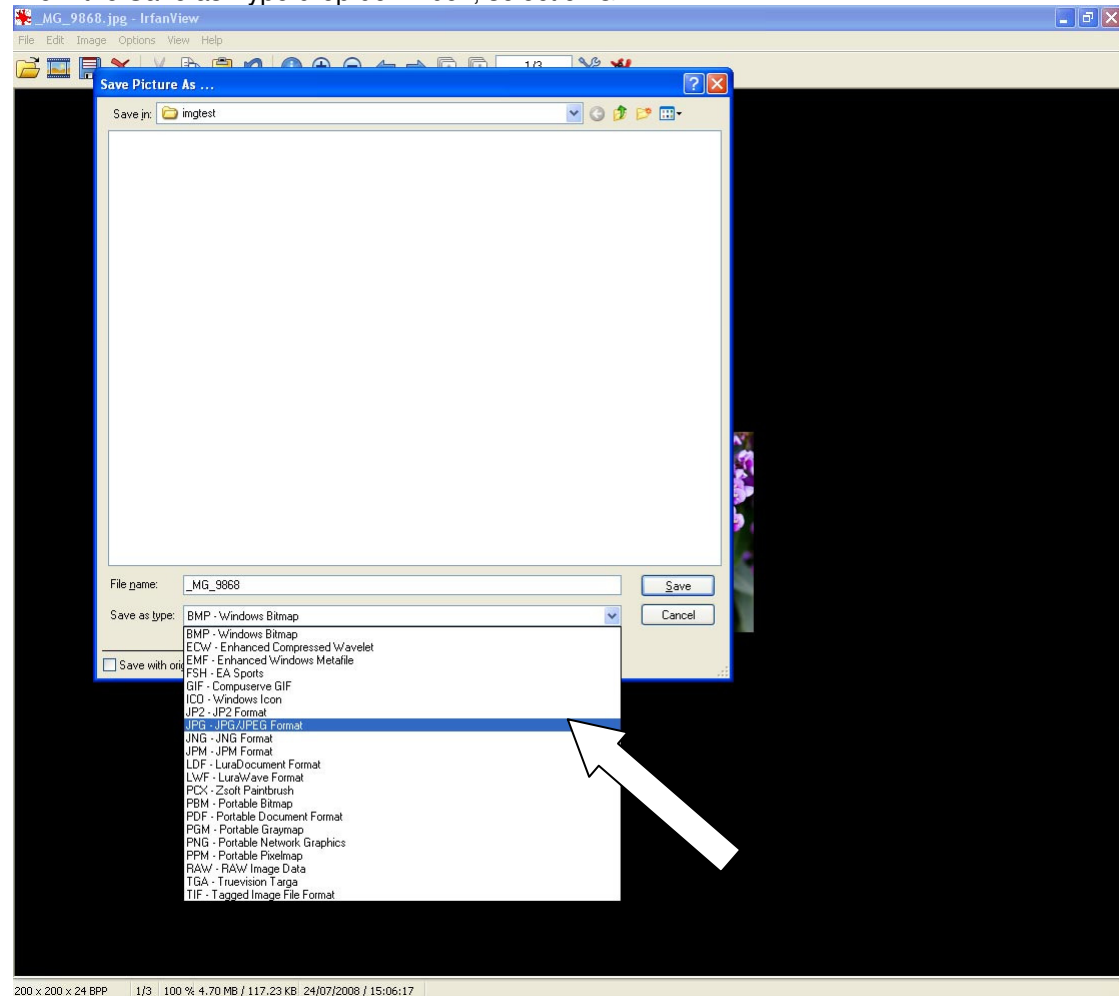


## How to save your picture

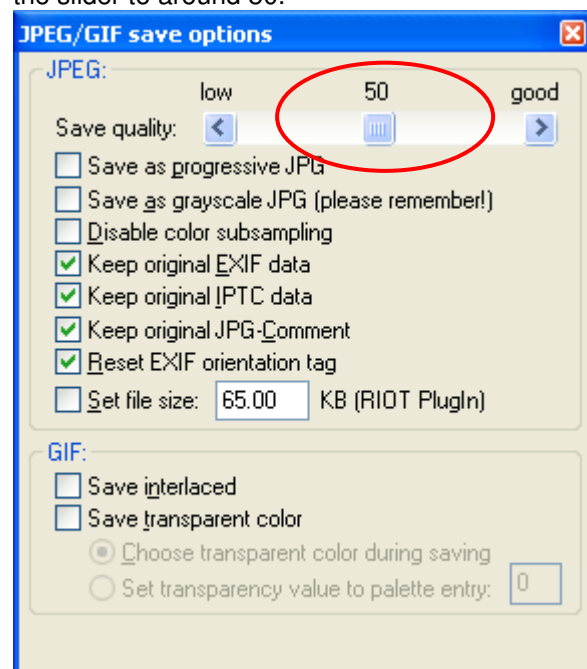
Go to File --- Save as...



From the Save as Type drop down box, select JPG.



Next to the Save Picture As dialogue box opens up a JPEG/GIF save options window. Move the slider to around 50.



Rename the file to something relevant and click Save.