

Image Posting

One of the most important forum skills you will need to master is that of copying and posting of images into the forum.

At the bottom of each posting you make there is the option to upload a file to attach to your posting. This is called 'Upload attachment'. Any image file you post where you've used this tab will appear in the body of your posting.

The screenshot shows a forum post creation page. At the top, there is a navigation bar with links for 'Board index', 'Mentor Program - Foundation', and 'Study Tasks'. Below this is a 'User Control Panel' section with links for '0 new messages' and 'View your posts', along with 'FAQ', 'Members', and 'Logout [Christopher Tate [2]]'. The main content area is titled 'Start here' and 'POST A REPLY'. The 'Subject' field contains 'Re: Start here'. A 'Text editing toolbar' is visible, with the 'Img' tab highlighted by a red box. Below the toolbar is a large text area with the placeholder text 'Any text you wish to include in your posting goes here.' To the right of the text area is a 'Smilies' section with various emoji icons and a 'Topic review' link. At the bottom of the page, there is an 'Attachment upload facility' section. The 'Options' tab is selected, and the 'Upload attachment' sub-tab is active. The 'Filename:' field is empty, and the 'Browse...' button is circled in black. A dashed circle highlights the 'Upload attachment' sub-tab. Two callout boxes with arrows point to the 'Img' tab and the 'Browse...' button. The first callout box contains the text: 'To add an image, click here on the 'Upload attachment' tab'. The second callout box contains the text: 'Then click on the 'Browse' tab, and get ready to 'Add the file''.

However before you upload a file there are a few steps you will need to go through because you cannot copy and paste an image directly into the forum.

After you've clicked on 'Upload attachment', click on 'Browse'.

This will now show a menu of all of your files on your computer. You'll need to locate the file that you actually want to attach on your computer, and then click 'open', in the window that connects to your computer.

Study Tasks

POST A NEW TOPIC

Subject:

B *i* u Quote Code List List= [*] Img URL Normal Font colour

I'm getting ready to add an attachment to this post,

Watch this.

Click on Browse, and find the attachment on your computer. Then click on 'Add the file' and then 'Open' in the windows box that appears

Save Preview Submit

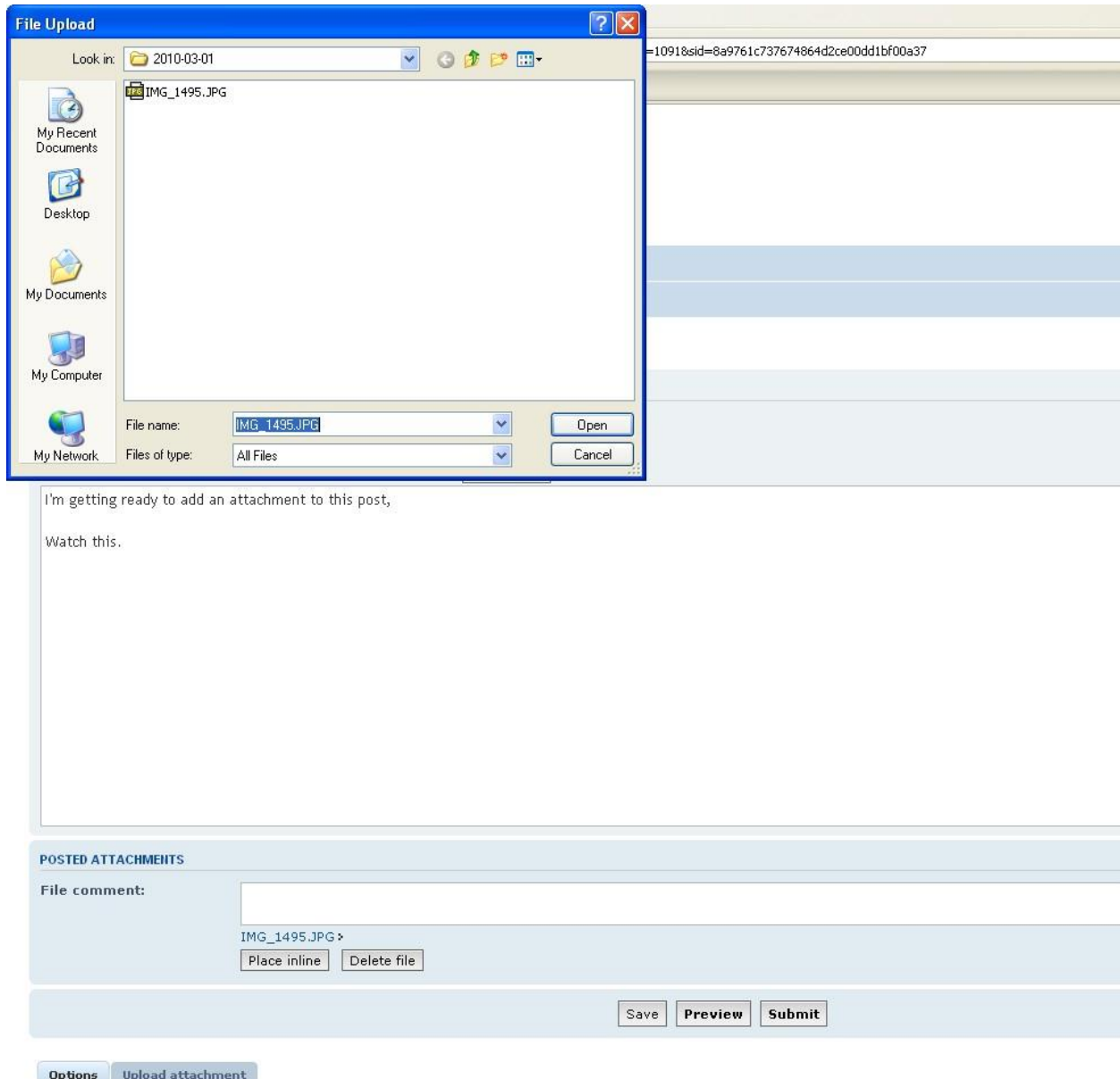
Options Upload attachment

If you wish to attach one or more files enter the details below.

Filename: Browse... Add the file

File comment:

Here is an example of the windows box you'll see after you click on Browse.



Now your file will appear as a part of your forum posting, and it will be there when you hit 'Preview' or 'Submit'.

You can 'Delete file' if you've made a mistake, which will delete the file attached to your post. (It won't delete the file on your computer, of course).

I suggest you don't click on 'Place Inline', as this doesn't usually produce the desired result. Rather, just click on 'Preview' to see what your message looks like prior to hitting Submit.

If you like the way your message looks, then hit 'Submit', and you will have successfully posted your message.

What Type of Images Can I Post?

In addition to this we have some restrictions on the types of images we allow to be posted. It is good internet manners to reduce the size of your images in terms of the amount of data they use. Image files can be saved as in various formats such as bmp, jpeg, gif or png. Traditionally bmp files are the largest in terms of the amount of data they consume whereas jpeg, gif and png are the smallest. Having a smaller image size allows for faster loading and less demand for bandwidth. Therefore when you save your images please do so as either jpeg, gif or png images.

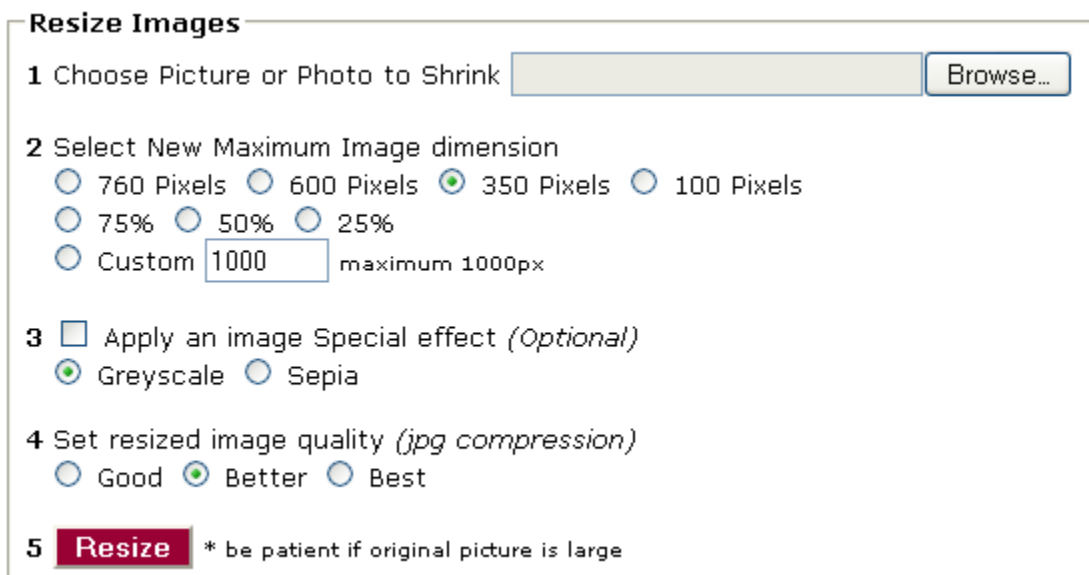
Copying Images.

The major source of all your images will be Metastock. This program has a very handy feature of allowing you to right click on a chart and select Copy.



This will enable you to paste this image into any image editing program you want and then shrink the image to fit.

For example if I wanted to post the image above into the forum I would need to copy it into something like Microsofts Paint program which is native to all Windows machines and located in the Accessories menu. Once you have copied it into Paint you can name it and save it in the required format. However if you wanted to post this image into the forum its dimensions would be too large and the image would require users to scroll up and down and side to side to view the entire image. It is much better to shrink the picture to fit the forum. To do this you can use a free website called www.shrinkpictures.com.



The screenshot shows a web interface titled "Resize Images" with five numbered steps:

- 1 Choose Picture or Photo to Shrink**: A text input field is empty, and a "Browse..." button is to its right.
- 2 Select New Maximum Image dimension**: Radio buttons are provided for "760 Pixels", "600 Pixels", "350 Pixels" (which is selected), and "100 Pixels". Below these are radio buttons for "75%", "50%", and "25%". A "Custom" option has a text input field containing "1000" and the text "maximum 1000px" next to it.
- 3 Apply an image Special effect (Optional)**: A checkbox is unchecked. Radio buttons are provided for "Greyscale" (selected) and "Sepia".
- 4 Set resized image quality (jpg compression)**: Radio buttons are provided for "Good", "Better" (selected), and "Best".
- 5 Resize**: A red button with the text "Resize" is highlighted. To its right is the text "* be patient if original picture is large".

This website allows you to upload images and shrink them to a required size. It is recommended that you use the maximum new image dimension of 760 Pixels.

The process of using this site is very simple.

1. Select the image you wish to shrink by navigating to where you stored the image earlier and selecting it.

2. Select 760 Pixels from the New Maximum Image dimension
3. Leave the other default settings in place.
4. Click Resize.
5. You will then be taken to another web page where your image is waiting for download.

Once you have done this your image is ready for uploading into your posting.

When you come to upload your image it is simply a matter of navigating to where your image is stored and clicking upload attachment. However, **do not** tick the place image inline box when you do so. If you do this the image will be cut off in order to make it the same size as your text. This will result in you losing part of the data in the image.

An Alternative.

As you gain more confidence with manipulating and uploading images you may wish to use an image editing program to perform all your tasks at once. Some people might be familiar with powerful and expensive programs such as Adobes Photoshop. Fortunately, for our purposes there are a large number of free programs available on the internet. I would recommend using Photoscape which is available from

<http://www.photoscape.org/ps/main/download.php>

This program allows you to both capture images and edit them to the correct dimensions within the one program. This program and its counterparts are all quite easy to use with a small amount of practice.

If you are planning on posting multiple images to highlight the progression of a trade it may be worthwhile posting each of these images to a program such as Powerpoint, annotating them and then saving the presentation as a pdf. Powerpoint 2007 allows you to save files as pdfs, these can then be easily uploaded to the forum. This allows other members to view annotated charts offline.

If you do not have Powerpoint 2007 it is easy to use a free pdf converter such as Cutedpdf.

<http://www.cutepdf.com/Products/CutePDF/writer.asp>

This program is free and allows you to convert any document to a pdf. Alternatively, you can use another free converter such as Primopdf.

Another Alternative.

From Mentoree – Mark Polinghorne: “The easiest way I found was to copy the image into Paint, save it on the Desktop as a jpeg then open it with Microsoft Office Picture Manager (most people should have this on their PC). You can then click on Edit Pictures on the top toolbar, then click on Resize on the right hand pane, then select Predefined width x height.

If you click on the drop-down arrow you have a choice of different sizes. I have found through trial and error that Document - Small (800x600) is the best size.”

And from Scott Button: “If anyone finds they have Microsoft Office installed but NOT Microsoft Office Picture Manager, you may need to add this feature by going through the Office setup. Here are a couple of ways...

1. Insert the Microsoft Office Setup CD, select Custom setup (or could also be Add/Remove Features), click Next, expand Office Tools, click Microsoft Office Picture Manager and choose Run from My Computer. It should then install & be available in your Start Menu > Microsoft Office > Microsoft Office Tools folder. This is where mine is using Windows 7 with Office 2007, in earlier versions of Windows &/or Office it might not be exactly the same.

2. Install manually using Programs > Programs and Features (Add or Remove Programs in earlier versions) control panel icon. The Control Panel is usually found in the start menu or Start > Settings. In the list of installed programs, find Microsoft Office and click Change. Select Add or Remove Features and click Continue/Next. Expand Office Tools then click the drop-down box next to Microsoft Office Picture Manager and select Run from My Computer then click Continue. The install should now start. Something to note, ensure you have the Office Setup CD handy or the install files available somewhere as it may prompt you for the location to copy additional files.

You should then see Microsoft Office Picture Manager in the Start Menu > Programs > Microsoft Office > Microsoft Office Tools folder.

After it's installed you may want to run a Microsoft Update (the newer version of Windows Update) to check for any updates applicable to the Picture Manager.”

Want Another Way?

Still can't do it? Then use Paint. You can print screen or 'Ctrl C' and 'Ctrl V' to cut and paste a chart into Paint. You find Paint by clicking on your 'Start' icon (at the bottom left of the screen), then 'Accessories' and then 'Paint'.

Here are instructions:

Please bear in mind earlier versions of Paint (I have Windows 7) will have the re-size command in a different place likely under image or tools menu items.

Basically select re-size (Red Arrow)

Change to pixels(Yellow Arrow) play a little (ie use preview before posting) but basically need to be under 900 horizontal

You can only change one parameter (horizontal or vertical) and the other changes to keep the same shape.

Then save it.



Still Having Trouble?

I realise it's a tricky skill to learn. However, once you get used to it, you'll be just fine.

Have a play with it for 30 minutes, and I guarantee you'll get into the swing of it.

If you're still having trouble, contact either your trading buddy for more suggestions, post a message on the forum asking for help, or as a last resort – contact Chris or Louise at info@tradinggame.com.au.