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# Printing Panoramic Photographs

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**Kanuga Lake 1911**

Library of Congress, Prints and Photographs Division [Digital ID pan 6a08070]

## Task 1: Open Microsoft Photo Editor

- Click *Start*
- Select *Microsoft Office Tools*
- Select *Microsoft Photo Editor*

## Task 2: Open Photo and Navigate

- Click *File, Open*, and select a panoramic photo image
- Rotate your image: Click *Image, Rotate*, and *Rotate Right*

## Task 3: Select Portion and Print

- Click *View* on the toolbar and select *Ruler*
- Click the *Select* button in the toolbar (dotted square)
- With your mouse, click and drag from the upper left-hand corner to create a selected area
- You can decipher how much to select by using your bibliographic information
- Divide your image's length by 9 to estimate how many sections you will need (ex. If your image is 36 inches long, then divide by 9, and you will *roughly* need about 4 sections)
- After Selecting area, click *Edit* in the toolbar
- Select *Copy*
- Click *Edit* in the toolbar and select *Paste as New Image*
- Click *File*, and *Print*
- Set the width to match the width in your photo's dimensions.
- Choose your printer location
- Click *OKAY*
- Continue this process until all the sections of the image are printed



**Task 4: Assembling**

- Lay out the sections as you print to be sure you don't leave any sections out
- Cut unwanted edges with scissors or paper cutter
- Tape sections together
- To make photo look more realistic, tape sections together on the backside instead of the front and then laminate.