

Import and Export Images

Spoken Tutorial Project

<https://spoken-tutorial.org>

National Mission on Education through ICT

<http://sakshat.ac.in>

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Learning Objectives

In this tutorial, you will learn to:



Learning Objectives

In this tutorial, you will learn to:

- ▶ Import **images into a Draw page**



Learning Objectives

In this tutorial, you will learn to:

- ▶ Import **images into a Draw page**
- ▶ **Edit an image**



Learning Objectives

In this tutorial, you will learn to:

- ▶ Import **images into a Draw page**
- ▶ **Edit an image**
- ▶ **Export a Draw file into various file formats**



Learning Objectives

In this tutorial, you will learn to:

- ▶ Import **images into a Draw page**
- ▶ **Edit an image**
- ▶ **Export a Draw file into various file formats**
- ▶ **Protect a PDF file using password encryption**



System Requirements

This tutorial is recorded using,



System Requirements

This tutorial is recorded using,

▶ Ubuntu Linux OS version 18.04



System Requirements

This tutorial is recorded using,

- ▶ **Ubuntu Linux OS version 18.04**
- ▶ **LibreOffice Suite version 6.3.5**



Code Files

- ▶ **The files used in this tutorial have been provided to you in the Code files link on this tutorial page**



Code Files

- ▶ **The files used in this tutorial have been provided to you in the Code files link on this tutorial page**
- ▶ **Please download and extract the files**



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- ▶ **Please download and extract the files**
- ▶ **Make a copy and then use them for practising**



Assignment



Assignment

- ▶ **Create two new Draw files**
- ▶ **Insert an image in one file and save it**
- ▶ **Embed another image as a link in the other file and save it**



Assignment



Assignment

- ▶ **Sample images are provided in the Code files link**
- ▶ **Compare the file sizes of the Draw files**



Assignment



Assignment

- ▶ **Open the file in which you have linked the image**
- ▶ **In the file, change the size of the image**
- ▶ **Check if change in the size of the image affects the Draw file size**



Export a File

- ▶ **In Draw we can export a file or a page to different file formats**



Export a File

- ▶ **In Draw we can export a file or a page to different file formats**
- ▶ **Individual objects or a group of selected objects can also be exported**



Export a File

- ▶ **A Draw file can be exported to PDF, HTML, JPEG or any bitmap file**



Export a File

- ▶ **A Draw file can be exported to PDF, HTML, JPEG or any bitmap file**
- ▶ **PDF and HTML file formats always export the whole Draw file**



Summary

In this tutorial, you have learnt to:

- ▶ Import **images into a Draw page**
- ▶ **Edit an image**
- ▶ **Export a Draw file into various file formats**
- ▶ **Protect a PDF file using password encryption**



Assignment

- ▶ Export **only the clouds and the mountain from the WaterCycle file into JPEG format**
- ▶ **Hint: Check the Selection check box in the Export dialog box**



About Spoken Tutorial project

- ▶ Watch the video available at https://spoken-tutorial.org/What_is_a_Spoken_Tutorial
- ▶ It summarises the Spoken Tutorial project
- ▶ If you do not have good bandwidth, you can download and watch it



Spoken Tutorial Workshops

The Spoken Tutorial Project Team

- ▶ Conducts workshops using spoken tutorials
- ▶ Gives certificates to those who pass an online test
- ▶ For more details, please write to contact@spoken-tutorial.org



Answers for THIS Spoken Tutorial

- ▶ **Questions in THIS Spoken Tutorial?**
- ▶ **Visit**
<https://forums.spoken-tutorial.org>
- ▶ **Choose the minute and second where you have the question**
- ▶ **Explain your question briefly**
- ▶ **The Spoken Tutorial project will ensure an answer**

You will have to register to ask questions



Acknowledgements

- ▶ **Spoken Tutorial project is funded by the Ministry of Education (MoE), Govt. of India**



About the Contributor

- ▶ This tutorial was originally contributed by **DesiCrew Solutions Pvt.Ltd.** in 2011
- ▶ www.desicrew.in
- ▶ Thanks for joining

