Anthropics Technology Ltd.
www.portraitprofessional.com
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**INTRODUCTION**

*Portrait Professional™* is the easiest and fastest way to re-touch portraits in just four easy steps, allowing you to achieve professional results in a fraction of the time.

*Portrait Professional™* works in a completely different way to ordinary airbrushing and photo editing software normally used by the pros. *Portrait Professional™* has been trained with hundreds of examples of human beauty, and as a result you can add as much or as little photo enhancement as required - by simply moving sliders.

In fact due to the innate knowledge of human beauty built into *Portrait Professional™*, the highest quality photo touch-up can be achieved by anyone in just a few minutes.

After a simple *mark-up* stage where you identify a few points on the face, *Portrait Professional™* photo editing software automatically re-touches your image to produce stunning results automatically.

To get just the effect you are looking for *Portrait Professional™* also includes a comprehensive set of controls, all adjusted simply by sliders. These controls allow you to allow you to fine tune the enhancements and are explained on screen when you are using *Portrait Professional™* - full information is also included in this manual.

*Portrait Professional™* **Automatic Image Enhancement with Complete Artistic Control**
QUICK START INSTRUCTIONS

Installation
Download the Portrait Professional™ installer from the web site. The trial version can be downloaded here: www.portraitprofessional.com/download. You will be given a link to download the non-trial version when you buy Portrait Professional™.

Note that if you already have the trial version installed, you still need to download and install the non-trial version when you buy Portrait Professional™.

Select the option to “Run” the installer when you download it. You will be asked to confirm again that you want to run it when the download is finished. The installer will then launch. Follow the instruction to complete the download.

Activation
The trial version of Portrait Professional™ is ready to run as soon as it has been installed. The non-trial version needs to be activated first. The first time you run the non-trial version you will see this window:

Activate Application
This application needs to be activated before it can be used.

You will have received an activation token when you bought Portrait Professional, which is a code that starts with PLS:

If this machine is connected to the Internet, please select Automatic Activation, enter the token and press OK.

If this machine does not have Internet access, or you have a firewall that is blocking this application from accessing the Internet, please select Manual Activation and follow the instructions.

Automatic Activation Manual Activation

Please enter your activation token: 

OK Exit

Enter the token you were given when you bought Portrait Professional™ and press OK. You should then see a message saying “Thank you, your key has been installed” and Portrait Professional™ is then ready to use.

If you do not have Internet access on the PC you are installing Portrait Professional™, or if Portrait Professional™ is unable to access the Internet due to any firewalls you might have, then select the Manual Activation tab and follow the instructions on that dialog to activate Portrait Professional™.
GETTING STARTED

Stunning, professional results can be achieved in just a few quick and easy steps.

*Portrait Professional™* will guide you through each step but have a look at the quick start guide below to familiarize yourself with the stages:

**Step 1**
When *Portrait Professional™* has finished loading, you will get the START screen. To edit your own picture click on the green START button, or click on the try one of our example pictures line below the START button to edit a demo picture.

**Step 2**
Select the image you will be working on and click on male or female.

Click on 5 key points on the face, (*Portrait Professional™* will take you to each one step by step – press the SPACE bar or click on OK, I've done that after each click.)

1. Left corner of left eye (then press the SPACE bar)
2. Right corner of right eye (then press the SPACE bar)
3. Center of nose (then press the SPACE bar)
4. Left corner of mouth (then press the SPACE bar)
5. Right corner of mouth (then press the SPACE bar)

**Step 3**
Adjust the outlines of features and face.

*Portrait Professional™* will take you to each of the features in turn so that you can check, and if need be, adjust the positioning of the selected outline of each feature. You should only need to spend a few seconds on this step as *Portrait Professional™* does not need to have the positions marked completely accurately. Generally the smaller the adjustments you make here, the better the results.

To adjust any of the marked positions, move the mouse pointer over any of the small blue or white boxes on the blue lines and then hold down the left mouse button whilst you drag the box to its new position. To get the best results always drag the shortest distance possible.

After you have adjusted each position (or if no adjustment is necessary), press the SPACE bar or click on OK, I've done that.

Note, that the mouth in the photo can be either open or closed. If the mouth is open the four mouth lines should go around the edges of the upper and lower lips - see illustration.

With a closed mouth, as you move the inner mouth lines together, the 4 lines will reduce to 3 so that you can set the markup for the closed mouth with 3 lines - see illustration.
Finally you can see the whole face and adjust the outline if needed – again the outline is only intended as a rough guide and you do not need to spend much time on this step:

1. The top line should run across the top of the forehead just inside the hairline (or approximately where the hairline would be, if there is no hair).

2. The bottom line should run along the chin.

3. The left and right lines should match the sides of the face.

If the face is not straight on to the camera, you might not have both left and right lines for the sides – this is ok.

This shouldn't take more than a few seconds to do and there are prompts on screen to help you. **Again, to get the best results always drag the shortest distance possible.**

When you have finished (or if no adjustment is necessary) press the SPACE bar or click on **OK, I've done that**.

---

**Step 4**

*Portrait Professional™* will now start its automatic photo enhancement processing. Depending on the power of your PC this should only take a few seconds. When finished you will see the original portrait on the left of the screen and the enhanced version on the right (you can change this using the **View Before And After** and **View After Only** tabs at the top right of the picture). Hold down the ENTER key to flip between the before and after picture to see the improvements.

Many people are happy with this initial enhancement, in which case you have just finished retouching your first picture using *Portrait Professional™*. However, you can very quickly and easily fine tune any of the enhancements using the TOOLS and SLIDERS panels (explained below), to get any result you want from heavily airbrushed glamour effects to natural beauty.

At any time, you can now save your enhanced portrait by selecting SAVE PICTURE from the FILE menu at the top left of the screen. You can also save the whole project by choosing SAVE PROJECT – this allows you to come back and edit the portrait at a later time without having to go through Steps 1 – 3 again.

Occasionally, inaccurate positioning of the face points can cause problems such as slight distortion of the face or lips. To correct this, you can go back and adjust the points at any time by clicking on the **Back to Adjust Points** button.

If there is more than one face in the picture use the **Another Face In This Photo** to work on the other faces. Note that this takes you back to the very start of the process and you will not be able to save the picture again until you get back to the final stage.
FINE TUNING YOUR IMAGE USING THE TOOLS AND SLIDERS

*Portrait Professional*™ uses advanced programming techniques and a database of hundreds of portraits to automatically re-touch your pictures. However, only you know exactly how much enhancement of the various aspects of the face you want, so the software gives you the option to fine tune every feature to give you full creative control, simply by moving sliders. You will find two on-screen panels – “TOOLS” and “SLIDERS” (labeled ‘Adjust sliders to enhance the face’). This is what they do and how you use them.

**FACE ENHANCEMENT SLIDERS**

These controls allow you to give your image the exact amount of enhancement you require to things like eye color and skin imperfections. The degree of enhancement is entirely up to you, and could be anything from a naturalistic image with spot removal and shine reduction only, to a fully airbrushed glamour shot worthy of a Hollywood star.

The face enhancement menu shows all the individual controls for the *face, skin, eyes* etc and also allows you to select from a number of pre-set effects on the “SLIDER PRESETS” pull down. Try a few of the different pre-sets to see what effect they have.

If the Slider menu is in an inconvenient place click on the blue title bar and drag it to the position you want (you can also do this with the Tools menu).

You can also adjust the individual controls, for each feature by clicking on the “+SHOW CONTROLS” button under each feature. If you click on “+SHOW SKIN CONTROLS” you will see all the individual sliders for the skin controls, plus an overall ‘thumbwheel’ which adjusts all the sliders in that section in one go (click and hold on the thumbwheel to drag it left and right). You can also revert to the default settings for that section or turn off the effect completely by clicking on the SET ALL TO DEFAULT or TURN OFF ALL buttons.

Some of the sliders have a sub-menu with more subtle controls indicated by a + button. Click on this + button to bring up the sub-menu. For example if you click on “+SHOW SKIN CONTROLS” you will see a “+” button next to the TAN control. This brings up the Saturate and Darken sliders that control the tan. You can close the sub-menus again by clicking on the “-” button.

On-screen help is also available; when you move the mouse pointer over a button or slider a help bubble opens. You can turn these help bubbles on and off from the pull-down HELP menu at the top of the screen – click on this menu and then click on SHOW HELP BUBBLES to toggle this feature on or off.

For more information on what each slider does please refer to the *Slider Menu In Depth* section later on in this manual. You will also find some useful tips in the *Troubleshooting Tips* section of the manual.
**THE TOOL PANEL**

The TOOLS menu allows you to adjust and fine-tune the areas of the portrait that are affected by the SLIDER controls. For example if the SKIN controls are also affecting part of the eyes you can fix that here.

You can also crop the picture the way you want it displayed here, as well as zooming in and out to get a closer look as you are working.

To use one of the brushes, click on the icon to the right of the tool name. When you are over the portrait, the mouse pointer will then change to the tool selected—click and hold the left mouse button to use the tool. There are controls to adjust the size of the brush and so on, at the top of the screen, along with buttons to UNDO what you have just done if necessary.

This is an overview of what the individual tools do:-

- **Blemishes** - these brushes allow you to increase (Touch Up) or decrease (Restore) the degree of enhancement in particular areas of the image. Click on the Touch Up or Restore brush and then brush the area of the portrait you want to work on.

- **Skin Selection** - these brushes allow you to Extend or Cut Back the area of skin which is to be enhanced. When you click on the brush, the area that is affected is shown in a blue wash. You can extend or cut back this area using the brushes.

- **View** – Use Zoom In to look at the image close up to see the quality of the skin enhancement. Zoom Out to look at more of the image to see the effect on the image as a whole and Pan to move around the zoomed in image.

- **Image** - The Crop tool lets you set a non-destructive crop region. This affects the area of the image that is printed or saved.

For more information on what the tools do and how to use them, please refer to the TOOLS MENU IN DEPTH section of the manual.
FACE ENHANCEMENT SLIDERS

These controls allow you to give your image the exact amount of enhancement you require to things like eye color and skin imperfections. You can move the Sliders menu around the screen by clicking (and holding) on the blue title bar and dragging it to the position you want. You can also change the size of the menu box by clicking (and holding) on any of the edges and dragging them to the size you want.

**Slider Presets** - this allows you to create your own settings for the type and degree of image enhancement and also has a set of default effects. Click on the pull down menu to choose the default you want to use, or click on *Save Preset* to save out your own settings. *Manage* allows you to rename and re-order the settings to get them exactly the way you want.

Click on the +*Show Controls* box you want to adjust – this opens up the sliders for that feature. You can individually control each of the features with the sliders (drag the slider right and left to adjust the value shown in the box):

- Imperfections
- Thin wrinkles
- Fine shadows
- Remove Forehead
- Balance hue
- Shine
- Temperature
- Eye
- Tan
- Mouth
- +*Show Mouth controls*

You can also set all the sliders to 0 by clicking on the *Turn Off All* button and restore the values to their default settings with the *Set All To Default* button. The thumbwheel controls all the sliders in one go – click on it and drag left and right:

This is what all the controls do:-
FACE SCUPLT

*Portrait Professional™* is the only photo editing software that gives you the ability to subtly reshape and beautify facial features, simply by moving sliders.

Some people regard this unique ability of *Portrait Professional™* to actually change the shape of the face as going too far when enhancing someone’s picture. For those people, the shape sliders can of course be left at 0 (by clicking on *Turn Off All*) and *Portrait Professional* will not change the shape.

However, before dismissing this effect as "cheating", we urge you to try it - you will be amazed that sometimes a subtle change to the shape can lead to a dramatic improvement to the subject. One good trick is **not to do too much** - just enough to make the subject look a bit thinner or as if they have been photographed on a really good day!
FACE SCULPT CONTROL

**EFFECT**

- **Head**
  Enhances the shape of the upper head.

- **Jaw**
  Controls the shape of the jaw.

- **Nose**
  Enhances the shape of the nose.

- **Eyes**
  Changes the shape and position of both eyebrows and eyes in one go.

- **Eye Widening**
  Widens the subject's eyes.

- **Left Eye**
  Effects the left eye only – useful for evening out eye shape and size.

- **Right Eye**
  Effects the right eye only.

- **Eyebrow Shape**
  Enhances the shape of the eyebrows.

- **Left Eyebrow**
  Changes the shape of the left eyebrow only – useful for evening out eyebrow shape and size.

- **Right Eyebrow**
  Changes the shape of the right eyebrow only.

- **Mouth Shape**
  Enhances the overall shape of the mouth.

- **Upper Lip**
  Controls the shape of the upper lip only.

- **Lower Lip**
  Controls the shape of the lower lip only.

- **Expression**
  Move this slider to change the mouth expression.

- **Blur Lip Line**
  Blurs the line between the teeth and the lips to prevent a jagged look that can occur when face sculpting.

**TIP:** Click on the buttons to open the sub-sliders
Skin

*Portrait Professional*™ allows you to selectively remove or reduce wrinkles, spots and other skin defects while retaining the original skin texture. And all this can be done just by moving sliders.

You can also reduce fine shadows and shine, and adjust the face’s color balance, hue and temperature.

The Before and After pictures below show an example of how wrinkles were removed automatically by *Portrait Professional*™:

BEFORE

![Before Image]

AFTER

![After Image]

**TIP:** Click on the buttons to open the sub-sliders

**SKIN CONTROL** | **EFFECT**
--- | ---
Imperfections | Subtly removes redness and reduces small skin blotchiness within the skin selection.
Thin Wrinkles | De-emphasizes wrinkles by making them thinner and lighter within the skin selection.
Fine Shadows | Fades away dark specks and fine wrinkles within the skin selection.
Remove Pores | Removes pores and smoothes within the skin selection, giving a smooth airbrush effect.
Balance Hue | Gives a more even coloring within the skin selection.
Shine | Reduces shiny highlights within the skin selection.
Temperature | Changes the overall color cast within the skin selection making it either warmer (more red) or cooler (more blue).
Tan | Gives the skin selection a tanned look
Saturate | Gives the skin selection a richer color
Darken | Subtly darkens the skin.

**TIP:** You can adjust the area of the picture that the controls effect using the SKIN SELECTION TOOL from the TOOLS menu.
Eyes

*Portrait Professional™* can automatically brighten, whiten and sharpen the eyes. The *Eyes* controls allow you to adjust exactly how much effect you get and if need be you can also change the color of the eyes.

The Before and After pictures below show an example of how the model’s eyes were whitened and sharpened automatically by *Portrait Professional™*:

![Before and After pictures](image)

**TIP:** Click on the buttons to open the sub-sliders

<table>
<thead>
<tr>
<th>EYE CONTROL</th>
<th>EFFECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eye Whiten</td>
<td>Brightens the white part of the eyes. The area affected is controlled by the Eye Area slider.</td>
</tr>
<tr>
<td>Eye Area</td>
<td>Changes the area of the eye that will be brightened by the Eye Whiten slider.</td>
</tr>
<tr>
<td>Sharpen Eyes</td>
<td>Sharpens both of the eyes.</td>
</tr>
<tr>
<td>Top Left Lash</td>
<td>Sharpens the upper left eye lashes.</td>
</tr>
<tr>
<td>Lower Left Lash</td>
<td>Sharpens the lower left eye lashes.</td>
</tr>
<tr>
<td>Left Eye</td>
<td>Sharpens the left eye.</td>
</tr>
<tr>
<td>Left Lash Area</td>
<td>Changes the size of the area that the left eye sharpening influences.</td>
</tr>
<tr>
<td>Top Right Lash</td>
<td>Sharpens the upper right eye lashes.</td>
</tr>
<tr>
<td>Lower Right Lash</td>
<td>Sharpens the lower right eye lashes.</td>
</tr>
<tr>
<td>Right Eye</td>
<td>Sharpens the right eye.</td>
</tr>
<tr>
<td>Right Lash Area</td>
<td>Changes the size of the area that the right eye sharpening influences.</td>
</tr>
<tr>
<td>Eye Color</td>
<td>Changes the color of both of the eyes.</td>
</tr>
<tr>
<td>Left Eye</td>
<td>Changes the color of the left eye.</td>
</tr>
<tr>
<td>Right Eye</td>
<td>Changes the color of the right eye.</td>
</tr>
</tbody>
</table>
Mouth

*Portrait Professional™* automatically whitens the teeth and enhances the color of the lips. The Mouth controls allow you to adjust these effects to get exactly the look you want.

![Before and After](image)

**BEFORE**

**AFTER**

<table>
<thead>
<tr>
<th>MOUTH CONTROL</th>
<th>EFFECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teeth Whiten</td>
<td>This slider whitens the teeth. The area affected is controlled by the Teeth Area slider. (Not shown if the mouth is closed)</td>
</tr>
<tr>
<td>Teeth Area</td>
<td>Changes the teeth area affected by the Teeth Whiten slider. (Not shown if the mouth is closed)</td>
</tr>
<tr>
<td>Lip Saturation</td>
<td>Move this slider to make the lips more colorful.</td>
</tr>
<tr>
<td>Lip Darken</td>
<td>Move this slider to the right to darken the lips, or to the left to make them lighter.</td>
</tr>
<tr>
<td>Lip Contrast</td>
<td>Move this slider to increase the contrast within the lip area, giving the lips more impact.</td>
</tr>
<tr>
<td>Lip Hue</td>
<td>Changes the color of the lips.</td>
</tr>
</tbody>
</table>

**TIP:** The thumbwheel adjusts all the sliders in one go (click and hold on the thumbwheel to drag it left and right). You can also revert to the default settings or turn off the effect completely by clicking on the SET ALL TO DEFAULT or TURN OFF ALL buttons.
Lighting

Uniquely, Portrait Professional™ also lets you enhance the lighting on the subject's face via simple controls. You can adjust highlights, adjust shadows and adjust contrast.

**BEFORE**

**AFTER**

<table>
<thead>
<tr>
<th>LIGHTING CONTROL</th>
<th>EFFECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shadows</td>
<td>Brightens the dark shadow areas within the skin selection.</td>
</tr>
<tr>
<td>Relight</td>
<td>Corrects defective lighting on the face only.</td>
</tr>
<tr>
<td>Contrast</td>
<td>Adjusts the contrast of the lighting of the skin selection.</td>
</tr>
<tr>
<td>Highlights</td>
<td>Darkens any bright area of skin within the skin selection.</td>
</tr>
</tbody>
</table>

**TIP:** You can adjust the area of the picture that the Lighting controls effect using the SKIN SELECTION TOOL from the TOOLS menu.
**Picture**

These controls affect the whole image and allow you to adjust the overall look of the picture, controlling things like the contrast and color temperature.

<table>
<thead>
<tr>
<th>PICTURE CONTROL</th>
<th>EFFECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exposure</td>
<td>Adjusts the overall exposure (brightness) of the whole image.</td>
</tr>
<tr>
<td>Contrast</td>
<td>Adjusts the overall contrast of the whole image. Move this slider to the left to flatten the image, or to the right to give it more contrast.</td>
</tr>
<tr>
<td>Fill Shadows</td>
<td>Fills the shadows with light.</td>
</tr>
<tr>
<td>Saturation</td>
<td>Move this slider to the left to make the image gray, or to the right to make it more colorful.</td>
</tr>
<tr>
<td>Temperature</td>
<td>Changes the color cast of the whole image.</td>
</tr>
</tbody>
</table>
Spot Removal

*Portrait Professional™* has a unique ability to detect and remove most spots completely automatically. Freckles can also be automatically detected and reduced or eliminated.

You can adjust the sensitivity of the Spot Removal using these controls (at the bottom of the Sliders menu).

**BEFORE**

**AFTER**

Spot Removal  Click on the drop down menu to change the sensitivity of the removal process.
**Red Eye Removal**

Red eye is often a problem in photographs and is caused by the light from the flash reflecting from the back of the eye. Red eye removal is turned on by default in *Portrait Professional™* but you can turn it off if necessary in this menu.

**BEFORE**

[Image of a person with red eyes]

**AFTER**

[Image of the same person with red eyes removed]

**Spot removal**

9 High Sensitivity

**Red Eye**

Click on the Remove check box to turn this on or off.
The TOOLS menu allows you to adjust and fine-tune the areas of the portrait that are affected by the slider controls. For example if the Skin controls are also affecting part of the eyes you can fix that with the Skin Selection brushes or if there is a spot that hasn’t been brushed out you can do that with the Blemishes brush.

You can also crop the picture the way you want it displayed here, as well as zooming in and out to get a closer look as you are working.

**Skin Selection**

*Portrait Professional™* automatically finds the area in the image that is skin. This is the area that is affected by the sliders in the skin and lighting sections.

To view the area of the picture that has been selected as skin, click on either of the Skin Selection tools (Extend or Cut Back) and the skin area will be shown as a blue wash.

Sometimes you may need to adjust the skin selection area if it does not cover everything it should (or covers some things it shouldn’t).

**Extend**

Use this brush tool to paint over areas of skin that *Portrait Professional™* has missed. To use the brush click on the Extend icon. You will see the area of the picture that *Portrait Professional™* thinks is skin turn blue. Move the mouse pointer over the parts of the portrait you want to treat as skin and click and hold the left mouse button to paint them blue. If you paint too much use the *Undo Brush Stroke* button at the top of the screen, or use the Cut Back brush.

**Cut Back**

Use this brush to cut back blue areas that are not skin. If the clothing or other areas appear blurred, this is the brush used to get it back to normal. You use the Cut Back brush in the same way as the Extend brush, except you are removing blue areas rather than extending. Again you can use the *Undo Brush Stroke* button at the top of the screen if you make a mistake.

You can control the size of the brush (Radius) and how much effect it has (Opacity) with the sliders at the top of the screen. If you make a mistake you can undo what you have done with the undo buttons.

**View**

If you need to zoom in or out on the image to get a closer look, use the View tools.

**Zoom In**

Select this tool to zoom in the image view. Position the magnifying cursor over the image and then each click of the mouse zooms in. You can also click, hold and drag a box out over the area you want to see, to quickly zoom in.
TIP: An alternative to using this tool is to hold down the CTRL key at any time for a temporary zoom in on the current cursor position.

**Zoom Out**
Select this tool to zoom out the image view. Each time you click on the image, it will zoom out a bit more.

**Zoom to Face**
You can zoom straight to the face by clicking on this button.

**Zoom to Image**
Show the whole picture with this button.

**Actual Pixels**
This button shows the image on a 1:1 pixel basis (that is each pixel on screen shows one pixel of the image). Use this for really accurate work.

**Pan**
Select this tool to pan the image view. Position the hand cursor on the image and hold down the left mouse button to drag the image around.

**Blemishes**
The **Touch Up** and **Restore** brushes are similar to the **Skin Selection** tools, except that they allow you to paint an area where you want the effect of the skin and lighting sliders either increased or decreased. The skin selection area is not shown when these brushes are selected.

You can control the size and opacity of each brush individually using the controls at the top of the screen (which appears when you click on one of the brushes). You can also undo brush strokes here if you make a mistake.

**Touch Up**
Use this brush to increase the skin enhancement effect in specific areas of the face, or to touch up areas of skin outside the face.

**Restore**
Use this brush to reduce or remove the skin enhancement effect in areas where it is not required inside or outside the face.

**Image**

**Crop**
Use this tool to adjust which area of the whole picture you are going to use for your portrait. You may need to do this to cut out distractions, so that the portrait focuses on the person in the picture. When you crop you don’t actually lose anything from the picture, you just change the area displayed and you can always come back and re-adjust the crop if you have got it wrong.

To use the Crop tool, click on the button. The crop grid will be overlaid on your picture:
This grid shows the part of the picture that will be displayed, divided into thirds for reference. Adjust the grid by clicking and holding on any point on the grid and dragging it to the position you want.

If you make a mistake use the $\text{Undo}$ button to undo the last change you made or click the $\text{Cancel}$ button to cancel all the changes you have made to the crop.

Once you are happy with the way the crop looks, click outside of the grid in the hatched area. You can also click on the $\text{OK}$ button on the crop control panel at the top of the screen.

There are also some shortcut buttons on the top panel that automatically select an area of the image:

- $\text{Whole image}$: This selects the whole of the picture.
- $\text{Focus on Eyes}$: This puts the eyes into the top third of the picture.
- $\text{Focus on Mouth}$: This puts the mouth into the bottom third of the picture.

TIP: Professional photographers will usually place the eyes or the mouth in a portrait on the 'third' lines. This gives a more pleasing balance to the picture.

You can also fix the aspect ratio of the crop using the $\text{Fix Aspect Ratio}$ boxes in the crop control panel. For example you may want to print out a 6x9 inch picture (this is a standard photographic print size), so want to work in this aspect ratio. To do this set the $\text{Fix Aspect Ratio}$ values by clicking in the $\text{To}$ and $\text{By}$ boxes and entering the ratio you want. Once you have done this the crop grid will automatically stay in the right ratio as you drag it around.

$\text{Crop control panel at the top of the screen.}$
MAIN MENU ITEMS

These are the main menu options available on the menu bar of Portrait Professional™.

FILE menu
Loads, saves and prints pictures and the whole project.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEW</td>
<td>Takes you right back to the start. Any unsaved work will be lost.</td>
</tr>
<tr>
<td>OPEN</td>
<td>Opens a new image to work on. Any unsaved work will be lost.</td>
</tr>
<tr>
<td>SAVE PICTURE</td>
<td>Saves the current processed picture out as a JPG or TIFF.</td>
</tr>
<tr>
<td>SAVE PROJECT</td>
<td>Saves the current project out so that you can return to it later to continue editing.</td>
</tr>
<tr>
<td>SAVE PROJECT AS</td>
<td>Saves the current project out with a different name so that you can return to it later to continue editing.</td>
</tr>
<tr>
<td>PRINT</td>
<td>Prints out the current picture.</td>
</tr>
<tr>
<td>RECENT FILES</td>
<td>Open a recent file.</td>
</tr>
<tr>
<td>EXIT</td>
<td>Quit Portrait Professional™.</td>
</tr>
</tbody>
</table>

VIEW
Change the area of the picture you are looking at.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DRAFT MODE</td>
<td>When draft mode is selected, the quality of the image shown on screen is reduced slightly in order to allow it to be updated more quickly. Select Draft Mode if you find that the slider controls don’t feel very responsive. A check mark is shown next to the Draft Mode menu command when draft mode is selected.</td>
</tr>
<tr>
<td>ZOOM TO FACE</td>
<td>Zooms the view into the face.</td>
</tr>
<tr>
<td>ZOOM TO IMAGE</td>
<td>Zooms out to show the whole image.</td>
</tr>
</tbody>
</table>

SKIN SELECTION
Use the Reset Selection menu to change the amount of skin selected depending on the way the model is dressed. Use this function to change how far under the neck area Portrait Professional™ looks for skin.
### HIGH NECKLINE
Not much skin below the neck.

### STANDARD NECKLINE
Average amount of skin below the neck.

### LOW NECKLINE
A lot of skin showing below the neck.

### FULLY BODY
Process the full body.

### STEP
Move back and forward through the picture editing process.

<table>
<thead>
<tr>
<th>NEXT</th>
<th>Moves to the next step in the editing process.</th>
</tr>
</thead>
<tbody>
<tr>
<td>BACK</td>
<td>Moves back to the previous step – you will lose any unsaved work.</td>
</tr>
</tbody>
</table>

### HELP
This menu gives you information on updates and support for *Portrait Professional™*. Note that you will need to be connected to the internet for some of these functions to work.

<table>
<thead>
<tr>
<th>CHECK FOR UPDATES</th>
<th>If you are connected to the internet this will check for any new versions of <em>Portrait Professional™</em>.</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUPPORT</td>
<td>If you are connected to the internet this will take you to the Support area of the <em>Portrait Professional™</em> website.</td>
</tr>
<tr>
<td>TROUBLESHOOTING</td>
<td>Shows you the latest troubleshooting tips.</td>
</tr>
<tr>
<td>SHOW HELP BUBBLES</td>
<td>Check or uncheck this item to turn the help bubbles on and off.</td>
</tr>
<tr>
<td>ABOUT PORTRAIT PROFESSIONAL</td>
<td>Displays information about <em>Portrait Professional™</em>.</td>
</tr>
</tbody>
</table>
**TROUBLESHOOTING TIPS**

Here are a selection of tips on how to improve your portraits, with some common problems (and solutions) you may encounter.

**Blurry Nose**

The point under the nose should not touch the nose in the picture.

If the points are positioned correctly and you still have a problem, then try using the Restore Brush to restore the area under the nose to back to the original.

**Blurry Hair**

Use the Restore Brush on the hair to restore the hair back to the original.

If your subject's mouth is closed, then the inner lip lines must meet where the lips meet like this:

not like this:

If your lips outline was placed like the second example, move the points to look like the first.
**Face Edge Blurry**

Use the Restore Brush on the area just outside the face, where the edge has become blurry to restore the background to its original color.

**Glasses Faded**

Use the Restore Brush on the glasses to restore the glasses back into the image.
FREQUENTLY ASKED QUESTIONS

1. Installing and upgrading
Q I formatted my disk and reinstalled Portrait Professional, and when I try to enter my token it says it has already been used. What can I do now?
A You should not normally have any problem reinstalling Portrait Professional on the same machine that it has been installed on before. If you do find that you get an error saying that your token has already been used, please contact us at www.portraitprofessional.com/contact.

Q I've bought Portrait Professional and now I want to use it on another PC. How do I do that?
A When you buy a license for Portrait Professional, the license is for use on a single PC only. You are allowed to transfer your license to another machine provided you uninstall it from the previous PC. If you get an error saying that your token has already been used when you try to install Portrait Professional on another PC, please contact us at www.portraitprofessional.com/contact.

Q What is the minimum requirement of the PC for installing Portrait Professional?
A We recommend using a PC with at least a 1GHz processor and 512 MB RAM. To handle large images (8 megapixel or more) you would benefit from having 1GB or more RAM. Portrait Professional requires Windows 2000, Windows XP or Windows Vista. It will not run on Windows 98/Me/95 or earlier.

2. Picture file formats
Q Can I work with RAW image files and 16 bits per color images in Portrait Professional?
A Yes, you need the Max option. Open the Portrait Professional application and select the Check for Updates command in the Help menu. This will give you a link that you can use to buy the Max option.

Q Does the software support color profiles?
A Color profiles are preserved, so the file you save out will have the same color profile as the one you loaded. We don't do any processing with the profile so we take the color values from the picture file and display exactly those colors on the screen.

Q What picture formats do you support?
A Portrait Professional works with JPEGs and TIFFs and it will save in the same format as the picture that was loaded. JPEGs are saved with the best quality setting possible, and TIFFs are saved uncompressed. If you have the Max option for Portrait Professional, then RAW images from most cameras are also supported.

Q Should I use JPEGs or TIFFs?
A If you are going to make several changes to the picture in different applications we would recommend using TIFFs rather than JPEG because JPEG is a lossy format so each time a JPEG is loaded and saved there is information lost.
3. Using *Portrait Professional™*

Q *Portrait Professional™* is quite slow on my PC - is there anything I can do?

A Yes - select the *Draft Mode* command from the *View* menu. This selects draft mode (you will see a check next to the *Draft Mode* menu command). This will slightly reduce the display image quality (the picture will be a little softer), but it will update much more quickly. Don't worry, this option has no effect on the image quality when the images are saved. If *Portrait Professional™* still runs too slowly, make sure you have enough RAM (512 MB minimum recommended) and close any other applications you have running.

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Q Can I work on a picture with more than one person in it?

A Yes you can - when you have finished one face there is a link on the bottom left that says "Another face in picture". You simply click that and work on as many faces as you like.

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Q Can I work on photos that are mainly sepia or black and white?

A If an image has no color variation in it because it is black and white or sepia, then the skin detection algorithms will find it more difficult work out what is skin and what is not. The result is that it will work, but you may have to do more work with the skin selection brushes than normal.

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Q When I try to change to a different directory to load a picture I get an error message "Debugger detected - please close it down and restart". This only happens when I am using *Portrait Professional™*. How do I fix this?

A We have this seen this problem being caused by a bug in Nero Vision Express. The solution is to choose the Windows "start" button, then choose "run" and paste in this:

```
regsvr32 /u "C:\Program Files\Common Files\Ahead\DSFilter\NeVideo.ax"
```

The reason this only seems to happen in Portrait Professional is that when our application displays the file open dialog we automatically select the windows thumbnail view, unlike most other applications.
TECHNICAL SUPPORT

If you experience any problems with Portrait Professional™ please make sure that you have the latest update by clicking on the Check For Updates button in the Help menu.

Also please check the Frequently Asked Questions and Troubleshooting sections of the manual and the Support section on our website at:

www.portraitprofessional.com/support