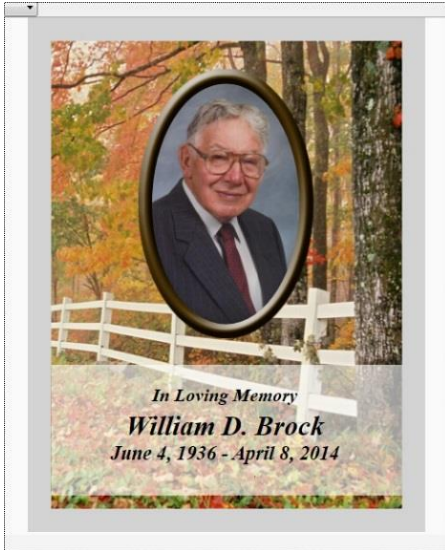


How Do I put in my own background image?

Lifelong Publisher includes a large variety of graphic themes to select from when creating your projects. But there may be times when you want to use your own image in the background or maybe family may bring in a photo or image they would wish to use. This complete flexibility in personalizing your projects is what set Lifelong Publisher apart from others. Accomplishing this is an easy task. You have really two choices in accomplishing this task. First you could start by selecting a “blank” theme when asked to select a theme in creating your project. Or you can simply select an existing theme, delete the background and put in yours. For this exercise we will do just that. Go ahead and create your project selecting one of the existing themes when asked. For this tutorial we will make a 2up service folder.



To remove the existing background image place your mouse pointer on top of the background and click your left mouse button. When selected you should see some lines going through the background image. Once selected click on the **Remove** link located at the top of the screen.

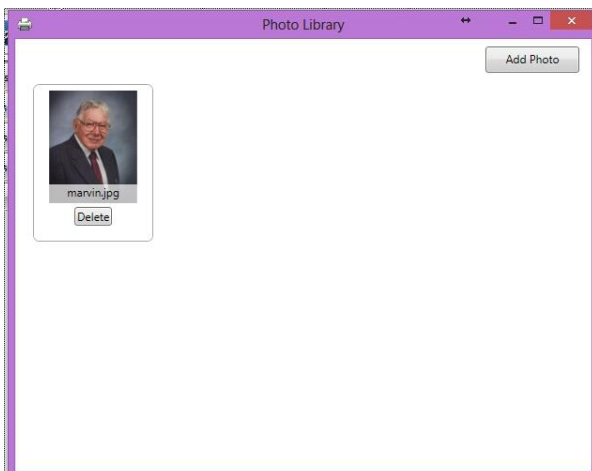


This should delete the existing background image. You are now ready to add your image as a background. Here again you have two choices. If it a family supplied image and would only be used one time than you should add it into your photos library for the project. If it is an image you may use again you could add it to your clip art library for future use. For this tutorial we will assume this is a one time use for the image.

To add the image to your photo library click on the Photos button located on the left side of the screen.

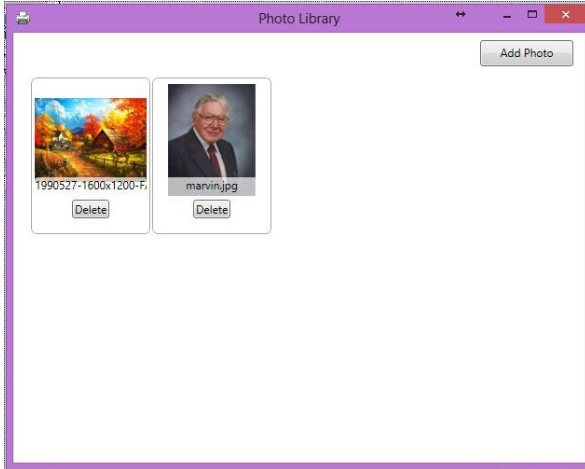


The following screen should then appear:

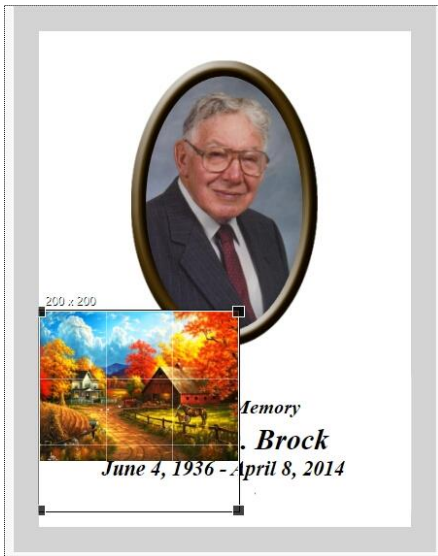


To add an image to your Photos library click on the **Add Photo** button. Locate the image you wish to add and double click on it.

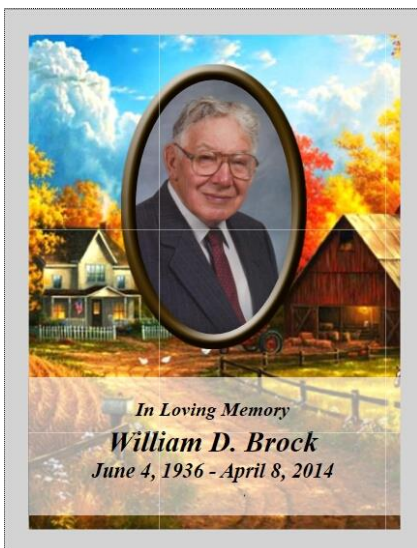
How Do I put in my own background image?



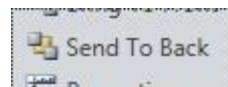
You should then see the image in your library. To use the image in your project place your mouse pointer on top of the image, hold down your left mouse button down and drag the image to your project.



You will now have to resize and position the image in your project. To resize the image find a corner of the image place your mouse pointer on top of the corner and drag the image to resize it.



Once you have it resized and positioned you will need to send it to the background. To do this select the **Send to Back** command located at the top of the screen.



This should then send the image you added to the background.

This completes this process.