



Tips for simple image editing with IrfanView (Windows)

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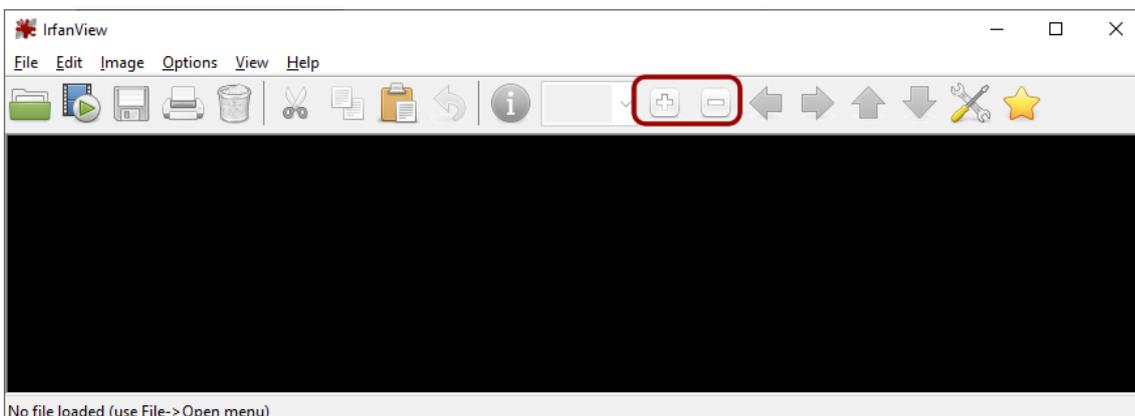
IrfanView is provided as freeware for private (non-commercial use) use and is free for educational use (e.g. schools, universities, libraries).¹ The range of functions also enables the most important basic image processing functions in a simple way. For study & teaching it is often necessary to reduce file sizes of images, select parts of an image, optimize images (color corrections, sharpen, rotation etc.), add information or convert a file format. Please think about your aim which you want to achieve with the image and where you want to use it (e.g. web page or learning management system), because this should be in relation to the image quality and corresponding legal conditions apply.² This documentation describes the first steps based on Windows 10 IrfanView version 4.57.³

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1. Installation

IrfanView is available via this URL: <https://www.irfanview.com/> We recommend the installation of the software and the software component "IrfanView Plugins".



With click on "+" or "-" you may zoom in / zoom out your image later on.

¹ Licence information IrfanView, see https://www.irfanview.com/main_what_is_ger.htm

² s. <https://www.uni-heidelberg.de/universitaet/beschaefigte/service/recht/urheberrecht.html>

³ The images/photos used in this documentation were created by Ingrid Dethloff.

2. Fundamentals

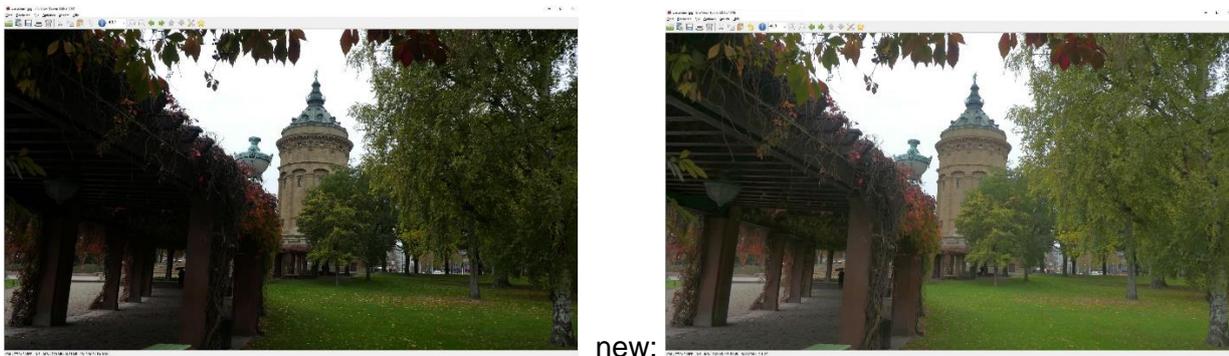
Please always keep the original of your image file and save changes as a new file with names like “file-01.jpg”, “file-02.jpg” or “file-02a.jpg”, “file-02b.jpg”.

Usual image file formats for web pages and learning management systems are “JPG” (for photos) or “PNG” (for screenshots with font).

If you want to brighten or sharpen the image, start with the original and only then reduce the resolution (dimension)!

3. Optimize images

Maybe your image is too dark and IrfanView can do something about that. The easiest way is to use autocorrection “**Auto-adjust colors**”. Just open the image file in IrfanView and use the key combination **Shift+U** – after a short moment you see the changes. If you are happy with the result, save it under a new file name, e.g. “file-01.jpg”.



For **manual image corrections**, use the menu option “**Image / Color corrections**”: You can use the slider for “Gamma correction” and – after clicking on “OK” - you can save different results (choose different file names).

Sharpen image: For out-of-focus images, you can try if you get a better result by using the key combination **Shift+S**.

Rotate image: If the image is not horizontal, try “**Image / Custom/Fine rotation / Angle**” for a better result. Then, if necessary, cut out the actual motif by drawing a frame with the mouse and Strg+Y; afterwards save under a new file name.

4. Convert file type

IrfanView can open a variety of file formats and sometimes it is useful to convert files to another file format – You already may have received specifications for a target format. In addition, by converting you could get a smaller file size (at acceptable quality), e.g. when your original is a BMP or TIFF file. Try out the file types “**JPG**” or “**PNG**” via “**File / Save as**”. If you have installed the component “IrfanView Plugins” beforehand, you could also choose “PDF” for export. For comparing the file sizes, go to the Windows Explorer and use the detailed view.

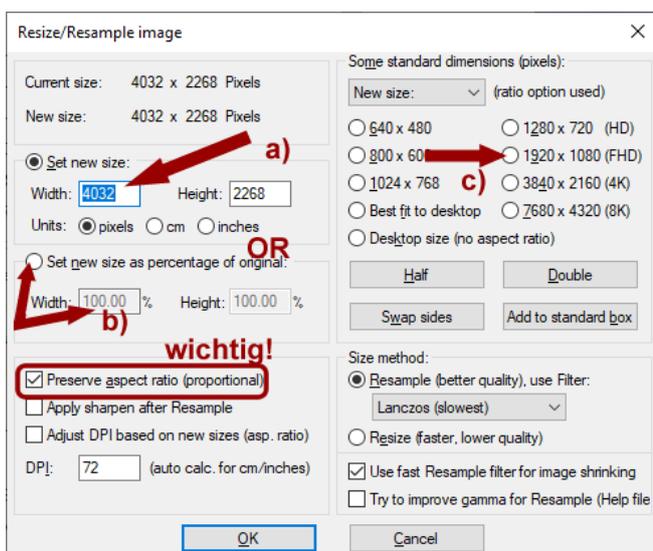
5. Reduce image file size

In order to send an image via E-Mail or use it on a web page or in a Moodle course, you should check the file size beforehand and (depending on the image source), reduce the file size. Digital cameras or Smartphones create photos in a significantly higher resolution than you would normally need them for illustration purposes in Moodle. High-resolution images surely are relevant in topics like Medicine or Archaeology – otherwise a lower resolution is sufficient for the target group and the pages also load with low Internet bandwidth.



Example JPG photo in dimension (= image size) 4032x2268 pixel with file size 2,66 MB

In order to reduce file size, the image (dimension) can be reduced by menu options “Image / Resize/Resample ...” - depending on motif - with quality losses:



Please don't deactivate the checked box “Preserve aspect ratio” as otherwise the motif will be displayed distorted. There are different ways to reduce image size (dimension). Please finish with “OK / File / Save as”.

a) You set a new size, normally the width, and the height will be corresponding automatically. You already may have received specifications for the target image dimension.

b) You test with percentages, until the wished-for image size is reached, e.g. 20%.

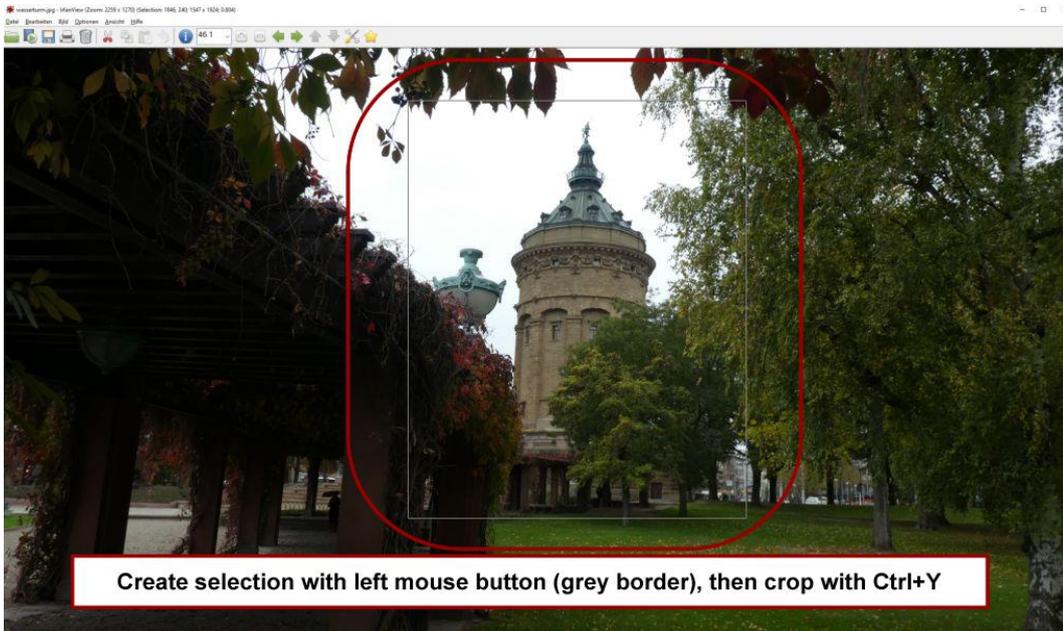
c) You choose one of the standard dimensions – currently often 1920x1080.



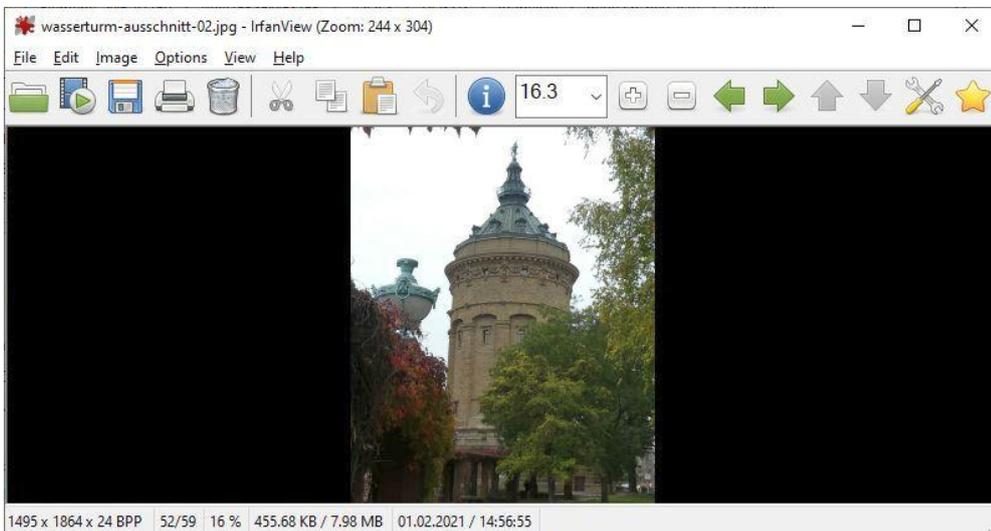
Result: With variant b) and dimension 1920x1080 the file size was reduced to 393 KB.

6. Motif selection

Often, you just need a section of your image in order to illustrate something. Also, in order to save on file size: Instead of presenting the whole motif in high resolution, select the important section from the original image file, cut it out and save under a new file name.



If necessary, the selection can be moved using the right mouse button before cutting out.



Result: The original was in dimension 4896x2752 (7 MB file size); the new version was saved in dimension 1495x1864 (456 KB file size).

Tip: With key combination **Shift+C** you can create a “**custom selection**”, define its size and (if necessary) move the selection before cropping it with Strg+Y and saving under a new file name.

7. Add information (overlay)

“Edit / Insert text”: Create a selection with the left mouse button, where you want to put your text in on the image. Then choose whether there should be a background color or transparent background. You also have to decide which font, which font size and color. With click on “Preview” you see the result before saving it with “OK” and “File / Save as ...” under a new file name.

The screenshot shows the IrfanView application window with the following elements:

- 1) Draw selection with mouse (= Place holder)**: A yellow rectangular selection box is drawn over the text "Großskulptur Tiger & Turtle (Duisburg, 2010)".
- 2) Menu "Edit / Insert text"**: The "Edit" menu is open, and the "Insert text" option is highlighted.
- 3) Choose settings, add text**: The "Add overlay text to image" dialog box is open. The text "Großskulptur Tiger & Turtle (Duisburg, 2010)" is entered in the "Text" field. The "Backgr. transparency" is set to "Transparent". The font is "Arial Narrow, Size: 26" with a yellow color.
- 4) Preview**: A red arrow points to the "Preview" button in the dialog box.
- 5) If ok, then save under new file name**: A red arrow points to the "OK" button in the dialog box.

“Edit / Show Paint dialog” resp. F12 key



After having activated the “Paint dialog”, you can choose forms, colors etc. and quickly add information or hints to your image / photo.