**Basic editing: Filtering and editing an imported image**

Images imported into TactileView need to be edited prior to printing. For instructions on how to import an image into TactileView, please refer to the Creating and Opening Files tutorial.

Usually the design area of a file is sized to best fit an image when it is imported. For instructions on how to fit an imported image to the design area, please refer to the Changing Design Size and Orientation tutorial.

Because source images vary widely, it’s helpful to experiment with the different filters to find out what works best for your image. If a filter does not produce the desired result, undo the action by selecting Undo from the Edit menu or pressing CTRL+Z.

*Converting the image to a line drawing*

One way to process the image so that it can better be embossed is to convert it to a line drawing. Select the Convert to Line Drawing option from the Filters menu. A slider bar will appear in the upper left corner of the screen. Drag the slider left or right until the image looks as desired.

*Converting the image to black and white*

Some images can come out better when converted to black and white rather than to a line drawing. Select the Convert to Black and White option from the Filters menu. A slider bar will appear in the upper left corner of the screen. Drag the slider left or right until the image looks as desired.

*Changing the line thickness*

Use this filter to increase or decrease line thicknesses in the image all at once. If your image contains a lot of light, thin lines or a dark, thick lines, this filter is helpful to make them all thicker or thinner at the same time. Select Change Line Thickness from the Filters menu. When the slider appears at the upper left corner of the screen, slide it to the right to make lines thicker or to the left to make them thinner.

*Adding contours*

This option allows you to add outlines around each different colored area in an image. Contours (black lines) are added at the transition point between one color and another and the thickness of the contour lines is controlled using the slider that appears at the upper left corner of the screen when you select the filter. This filter can be helpful for simple drawings that have well-defined areas in distinct colors, but is less useful when applied to photos or other images where color fades from lighter to darker without a distinct transition point.

*Blurring the image*

The use of this filter lets you soften or sharpen edges between areas of color in an image. Select Blur the Image from the Filters menu, then use the slider that appears at the upper left corner of the screen to adjust the image. Sliding the slider right will soften edges and sliding it left will sharpen the edges.

*Changing the image to its negative*

This option is mostly used when an image has a lot of black area. Choosing Negative from the Filters menu will exchange all colors in the image file with their opposites. Black areas become white, blue areas become orange, red areas become green, etc.

*Rotating, mirroring and scaling the image*

To rotate the entire image, select either Rotate Clockwise or Rotate Anticlockwise (counterclockwise) from the Filters menu. The image will rotate 90 degrees in the direction you selected.

To mirror the image, select Mirror Horizontally or Mirror Vertically from the Filters menu. Mirroring horizontally flips the image left to right, like turning a page in a book. Mirroring vertically flips the image upside down, like turning a page in a wall calendar.

To scale the image, select it and then drag the blue square in the lower right corner of the design area diagonally to scale the image smaller or larger.

For more information about the TactileView program, visit [www.dreamvisiongroup.org](file:///C%3A%5CUsers%5Cjenng%5CDesktop%5CTactileView%20Downloads%5CTV%20Training%20Stuff%5CIrie%20TV%20Written%20Tutorials%5Cwww.dreamvisiongroup.org)