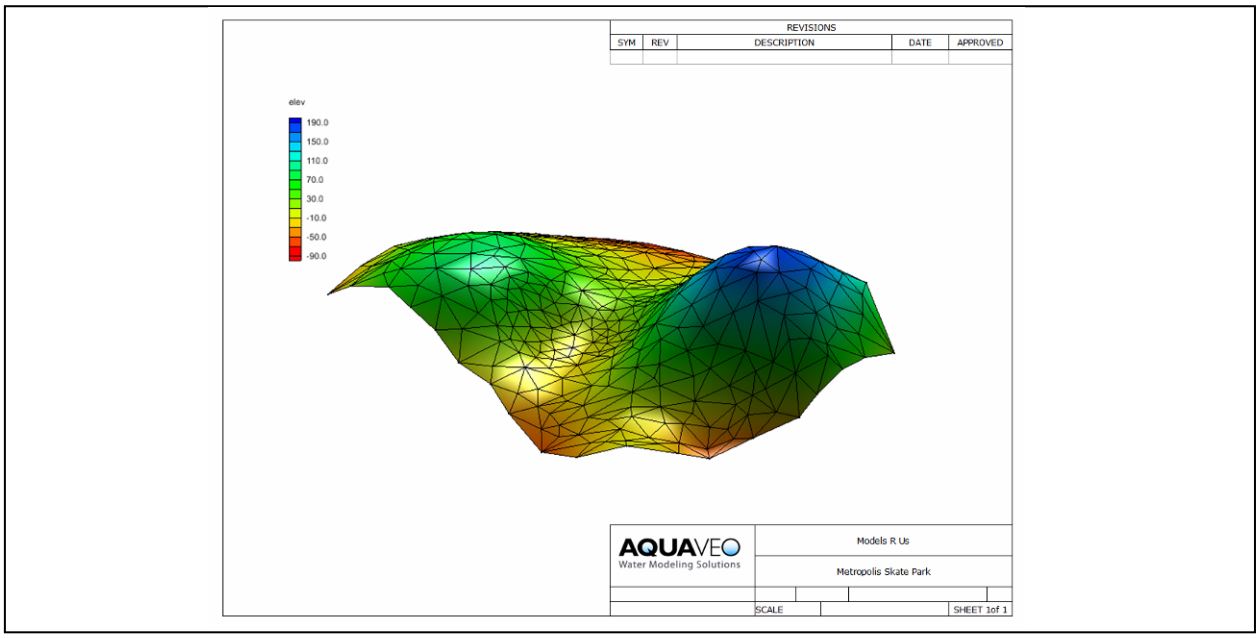
GMS 8.2 Tutorial

Printing and Exporting Images

Print and export images for use in reports and presentations



Objectives

GMS has a number of ways to print or export images for use in reports and presentations. Learn about these different options.

Prerequisite Tutorials

- None

Required Components

- None

Time

- 5-10 minutes

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2 Introduction

This tutorial describes how to print and export images from GMS.

2.1 Outline

This is what you will do:

1. Print
2. Export an image file
3. Copy the GMS screen to the clipboard and paste it into another program

3 Getting Started

Let's get started.

4. If necessary, launch GMS. If GMS is already running, select the *File* | *New* command to ensure that the program settings are restored to their default state.

4 Graphical Output

After you have created a GMS project, you may want to include some images of your project in a printed report or on a web site. There are a number of ways to get graphical output from GMS. GMS is not designed to be a full-featured drawing package; however, you will often want to export graphics from GMS and import them into another program to add things like titles, borders, frames etc.

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4.1 Printing

Printing from GMS is simple. There are two commands in the *File* menu related to printing: *Print* and *Page Setup*. You can use these two commands to send whatever is currently displayed in the graphics window to a printer. As printing from GMS is straightforward, we won't actually have you print anything now.

4.2 Saving Images

GMS allows you to export the current display as an image file. A few different image file types are supported, including:

- .bmp
- .jpg
- .png
- .tif

First we will read in some data:

5. Select the *Open* button .
6. Locate and open the directory entitled: **tutfiles\Intro\basics**
7. Select the file entitled **surface.gpr** and select the *Open* button.

To export the screen as an image:

8. Select the *File* | *Save As* menu command.
9. Change the *Save as type* option to **Bitmap Files (*.bmp)**.
10. Click the *Options* button.

By default, the *Image scale factor* is 1.0, meaning the size of the bitmap is the same as the current size of the graphics window. Depending on the use for the image this may be adequate; however, if the image is to be used on a large poster then the individual pixels will become apparent and distracting. You can improve the quality of the image by increasing the size of the window that the image is drawn to. To do that, you can either increase the resolution on your computer screen or increase the bitmap scale factor in this dialog.

11. Change the *Bitmap scale factor* to 1.5.

A value of 1.5 means that GMS will render the display to a window which is 1.5 times greater than the current size of the graphics window.

12. Change the file name to whatever you wish and click the *Save* button.

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You can now open the bitmap file in another program.

4.3 Screen Capture

GMS includes a *Screen Capture* command in the *Edit* menu. This command takes whatever is currently displayed in the graphics window and copies it as a bitmap to the clipboard. You can then paste the image into another program.

1. Select the *Edit* | *Screen Capture* menu command.

Notice that you can specify a *Bitmap scale factor* here also. However, the clipboard has a limited amount of memory available to it and thus you may not be able to scale your image up as much as you can when saving the file to disk. If you do a screen capture then paste into another program and get nothing, try reducing the scale factor.

2. Change the *Bitmap scale factor* to 1.0 and click *OK*.

3. If you have Microsoft Word ® installed on your computer, or other software that can read a Microsoft Word ® file, go to step 5. If you don't, go to step 4.

4. Open up the word processing program of your choice and paste the image from the clipboard into your program. This concludes this section of the tutorial. Skip to the Conclusion, section 5.

5. Open up Microsoft Word ® and open the file **tutfiles/Intro/basics/Title Block Landscape.doc.**

6. Select and delete the existing image.

7. Paste the image from the clipboard into the Word ® document.

It is beyond the scope of this tutorial to illustrate all the things you can do with the image now that it is in Microsoft Word ®, but here are some things that you might want to try.

- Right-click on the image, select *Format Picture* and change the *Layout* so that it is *In front of text*.
- Change the image size and position it how you want it.
- Crop the image using Word's ® crop tool in the *Picture* toolbar.
- Add arrows and text to point out interesting features of the image.
- Change the logo and name in the title block.
- Use Word's ® compress tool to reduce the file size

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5 Conclusion

This concludes the tutorial. Here are the things that you should have learned in this tutorial:

- GMS allows you to print and export images in a number of ways
- You can save bitmaps and other types of image files at the screen resolution, or at higher resolutions
- You can copy the screen (at the screen resolution or higher) to the clipboard and paste it into other programs.

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