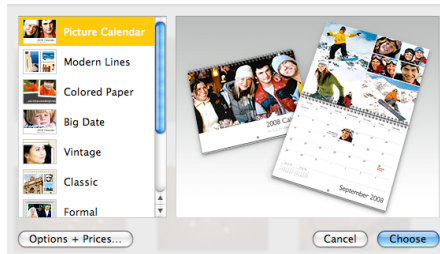


iPhoto Calendars

The Catalyst
College of Education



Create a Calendar

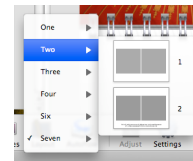
1. Select an album or group of photos
2. Click Add bottom (bottom left corner)
3. Click Calendar icon
4. Type name of calendar
5. Select a design from Themes list
6. Click Choose
7. Choose month and year to start
8. Choose number of months
9. Choose national holidays to appear
Click OK when done

Drag photos from Photo Browser onto your calendar pages. Photos that have been used will have a check mark on them.

Autoflow: iPhoto automatically designs your calendar by placing your photos

Change Design of Individual Pages

1. Click Page View button
2. Select page to change
3. Click Layout button
4. Choose page type and the number of photos



Page View

- Go to specific pages or use arrow keys
- View 2-page or individual pages

Remove Photo

1. Select photo and press Delete

Replace a Photo

1. Drag a new one over the old one

Add a Photo to a Calendar Date

1. Drag a photo to that date
2. Double-click it to add caption or change position

Low-Resolution Alert symbol

1. Choose a smaller print size



Edit Calendar Info for Specific Dates

1. Click calendar square
2. Editing window appears
3. Type in new info

Change Text or Font Size

1. Click Settings button
2. Click Styles
3. After done, check calendar to see if all words fit- will see alert symbol

Check Spelling

1. Click in text box you want to check
2. Go to Edit > Spelling

Print Calendar

1. Choose calendar from list
2. Go to File > Print and select options for your printer
3. Click Print

Save Calendar

1. Choose calendar from list
2. Go to File > Print
3. Click PDF and choose Save as PDF