

## Odds and Ends

### Agenda

#### 1. Crop Multimedia Images

- Family View: Dbl Click on photo
- Click on Crop icon at bottom of image window
- Click/drag corners desired corners
- Click "Apply"
- Exit window (red button, upper left corner of window)

#### 2. Create 14 days Upcoming Birthday List

- Select Reunion Window
- Click Reunion Preferences
- Click Startup Icon
- In Sidebar Section, click "Reminders"
- Click Red Button at upper left corner to Exit Window
- Exit Reunion and Restart (Reinders should be showing)
- Click on Gear icon at bottom of sidebar window
- Choose desired settings and click "Update"
- Desire reminders should display in the Sidebar

### **3. What Are Islands?**

- Family View, Mini-Left-Hand Sidebar, Click "Islands"
- Islands - Unconnected trees are displayed
- Order is how many people & generations in each
- Dbl Click on titles to give appropriate name
- Sgl Click to bring people to Family View and investigate

### **4. Preview is a Miracle App - Features**

- Images: View, Crop, Edit, Resize, Save in different formats, Create New from clipboard, Color Adj.
- PDFs: Add-Subtract Pages, Compress, Annotate, Password Protect

**Notes:**