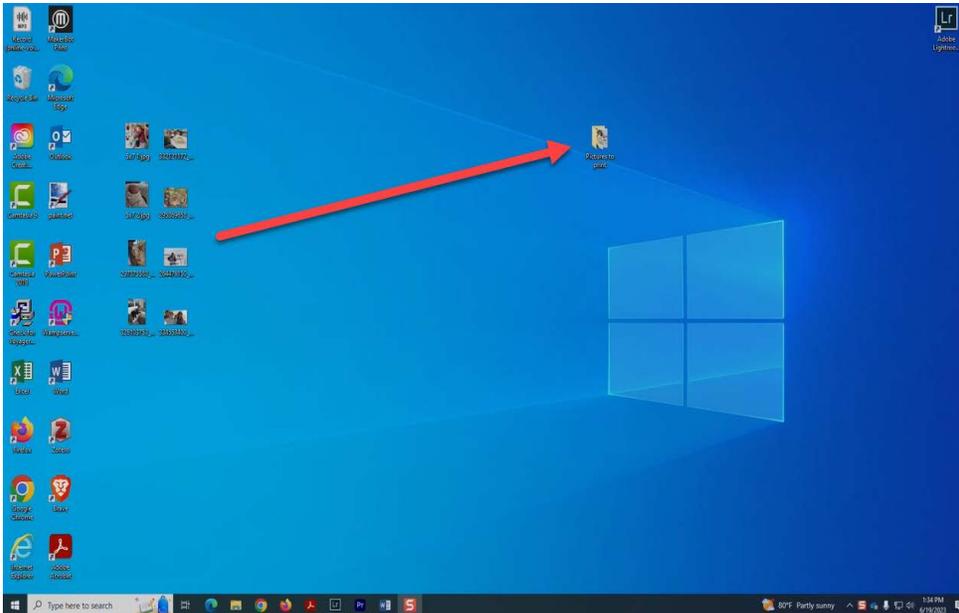


How to Format Multiple Pictures or Graphics in Lightroom Classic

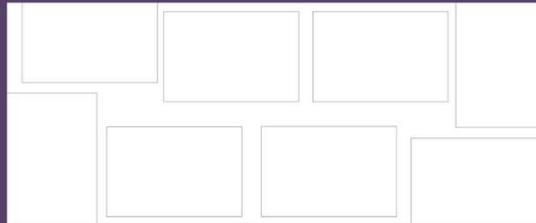
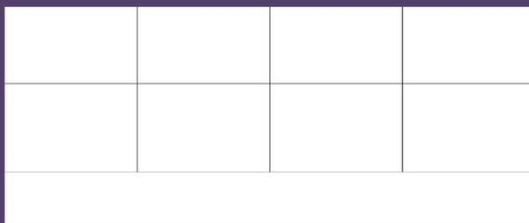
Use Adobe Lightroom Classic to set up multiple pictures on one canvas for a poster print.

Step 1: Choose all the pictures you want to print out and put them in one folder. Figure out how to best layout your pictures on a canvas that is 24" wide and a minimum of 8" high. For example, if you want eight 4x6 pictures can you fit them on a 24x10.5 canvas?



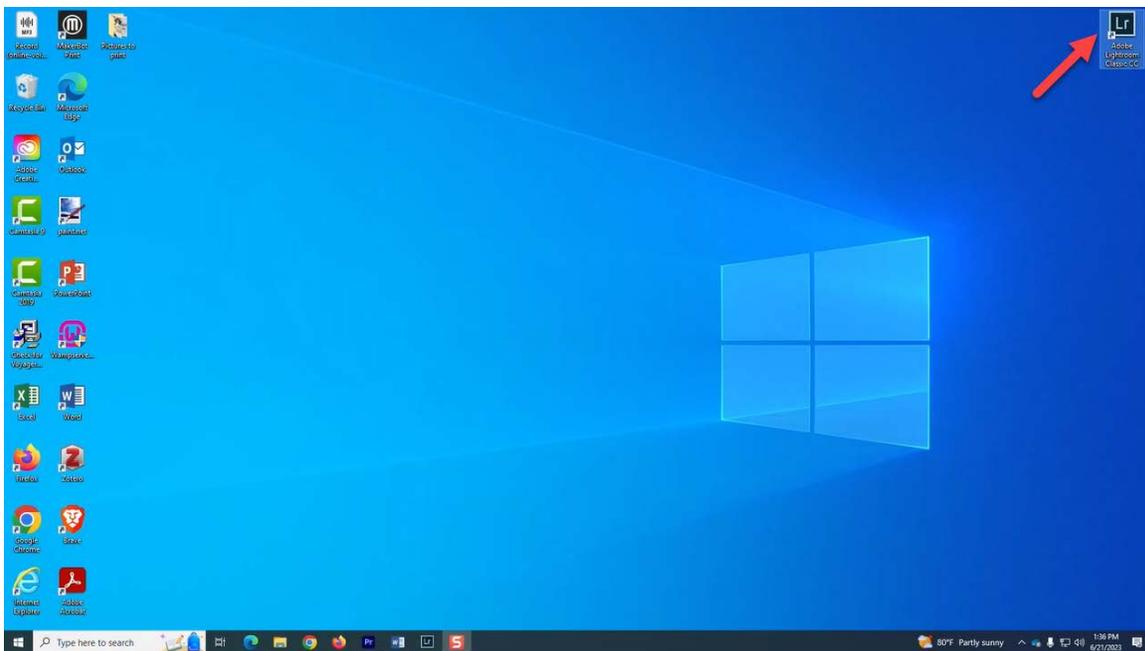
Note: you cannot print borderless so even though four landscape 4x6 pictures would fit on a 24" mathematically it probably won't work on the printer. However, you could do six landscaped and 2 in portrait position on a 24x10.5 canvas.

Think about your placement. No lines should overlap and you will have to cut your pictures out after the print is done.

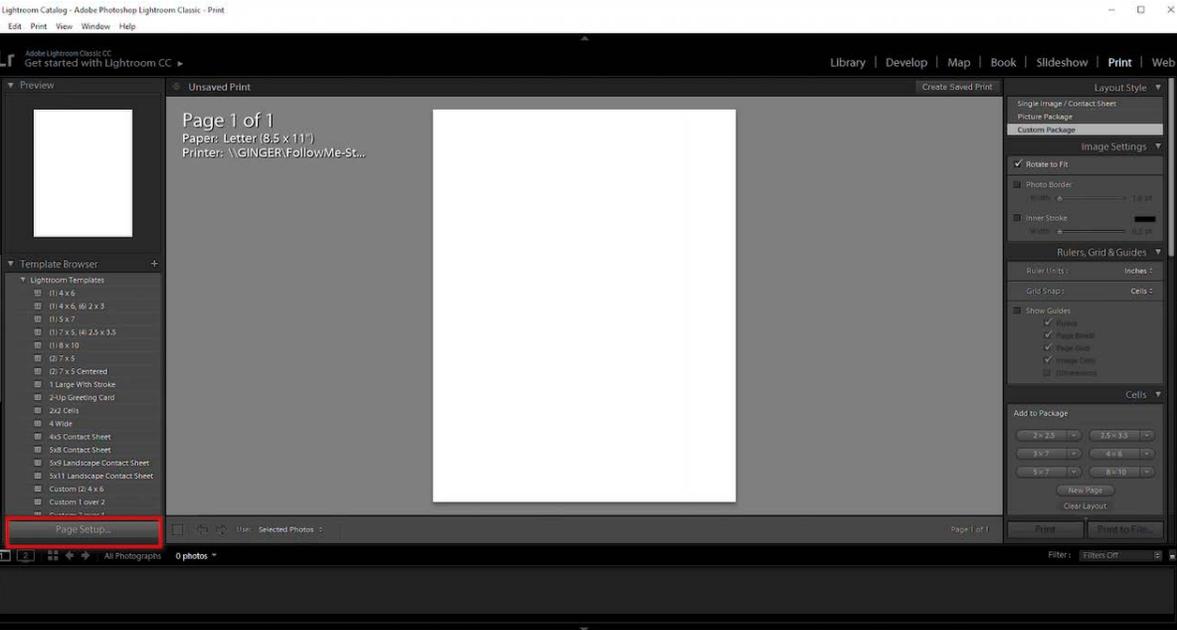
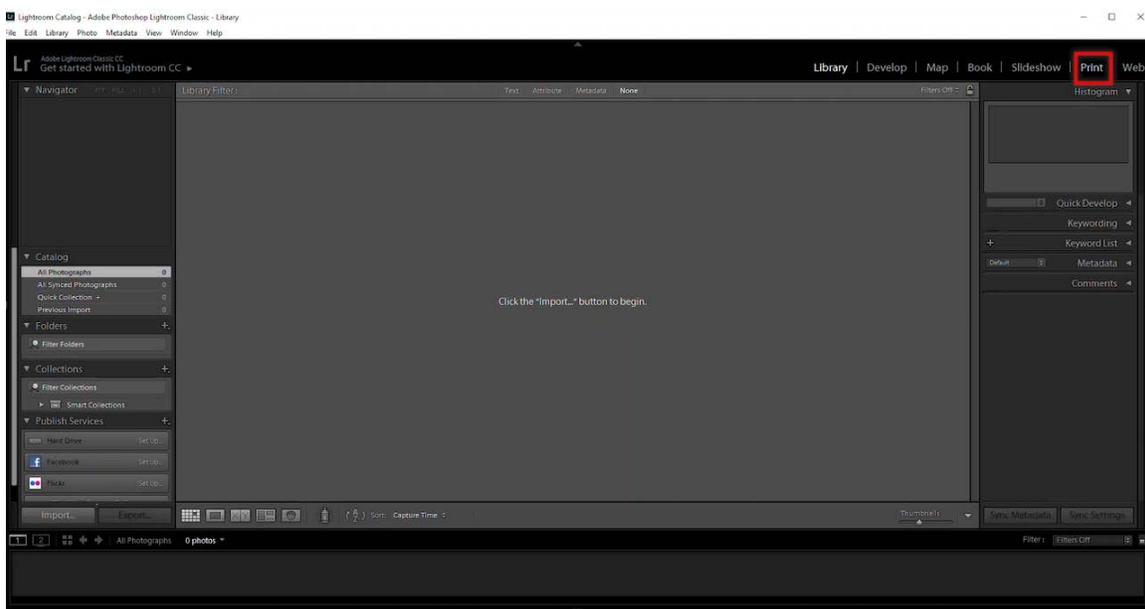


Note: If your pictures are 24 inches, millimeters will be cut off by the printer.

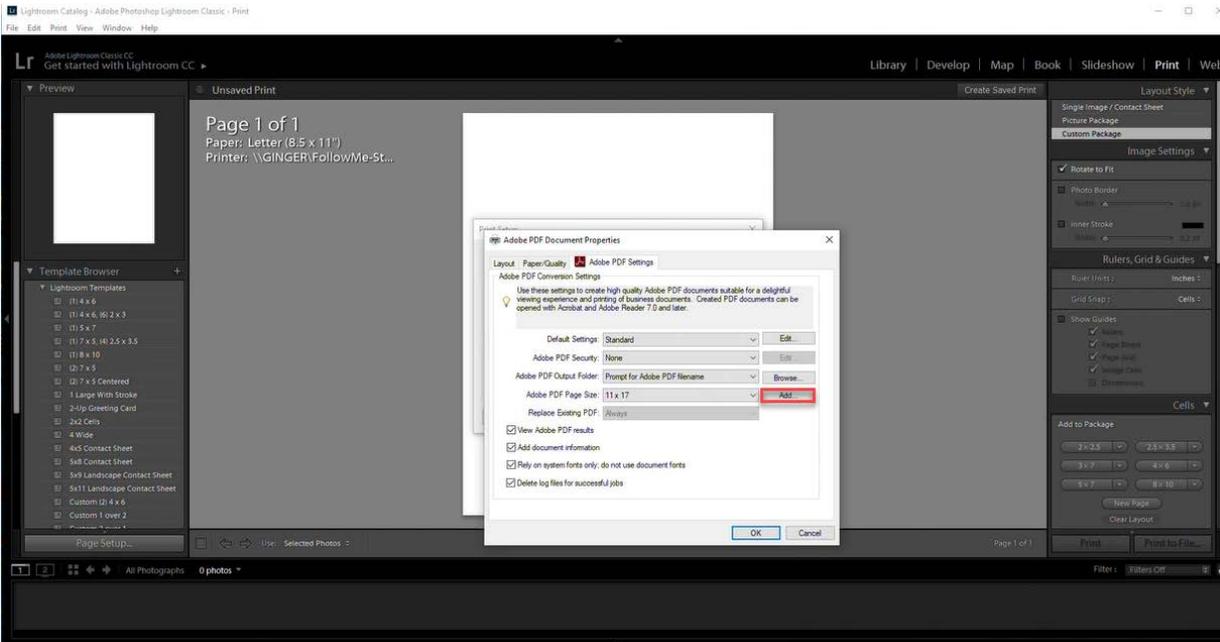
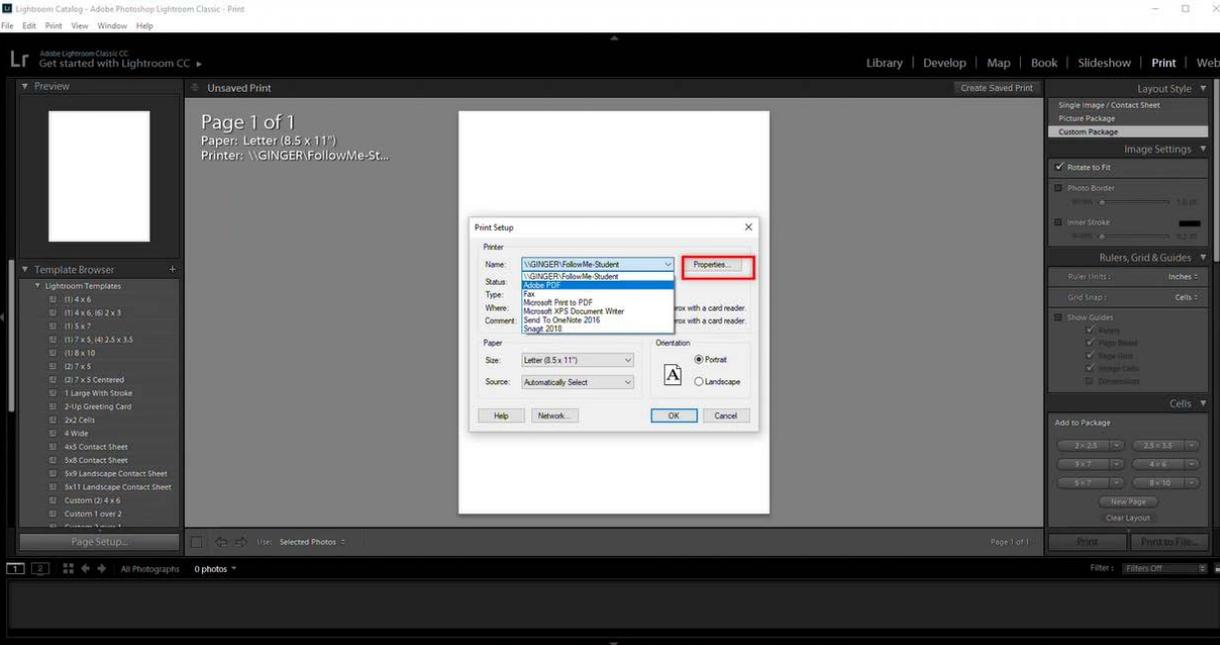
Step 2: Open Adobe Photoshop Lightroom Classic (free on campus computers)



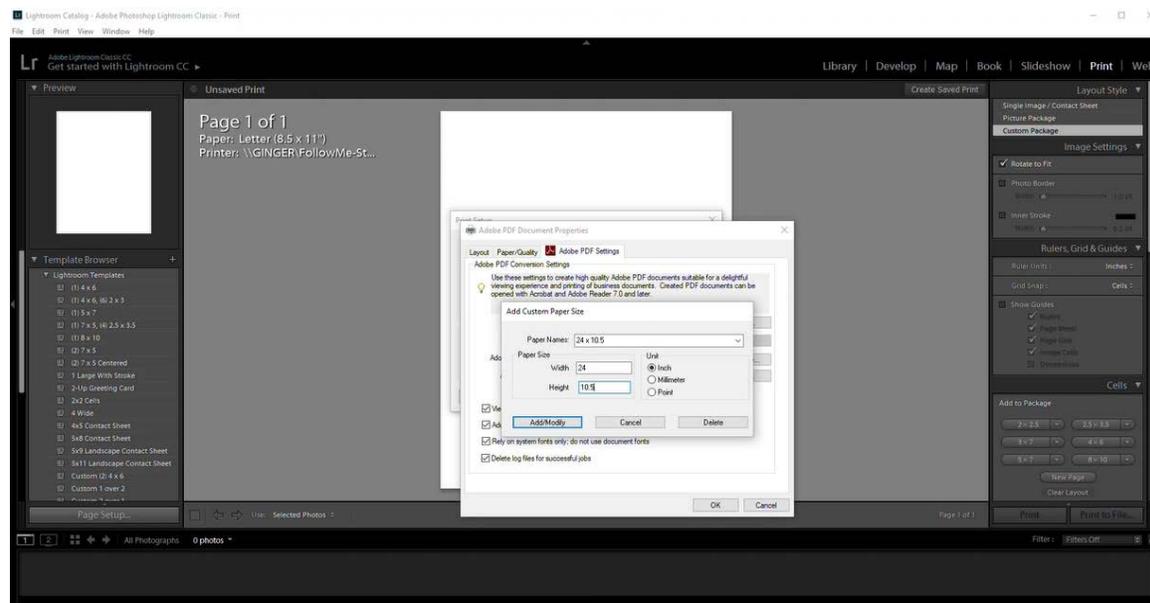
Once in Lightroom, go to the print tab and then to page setup.

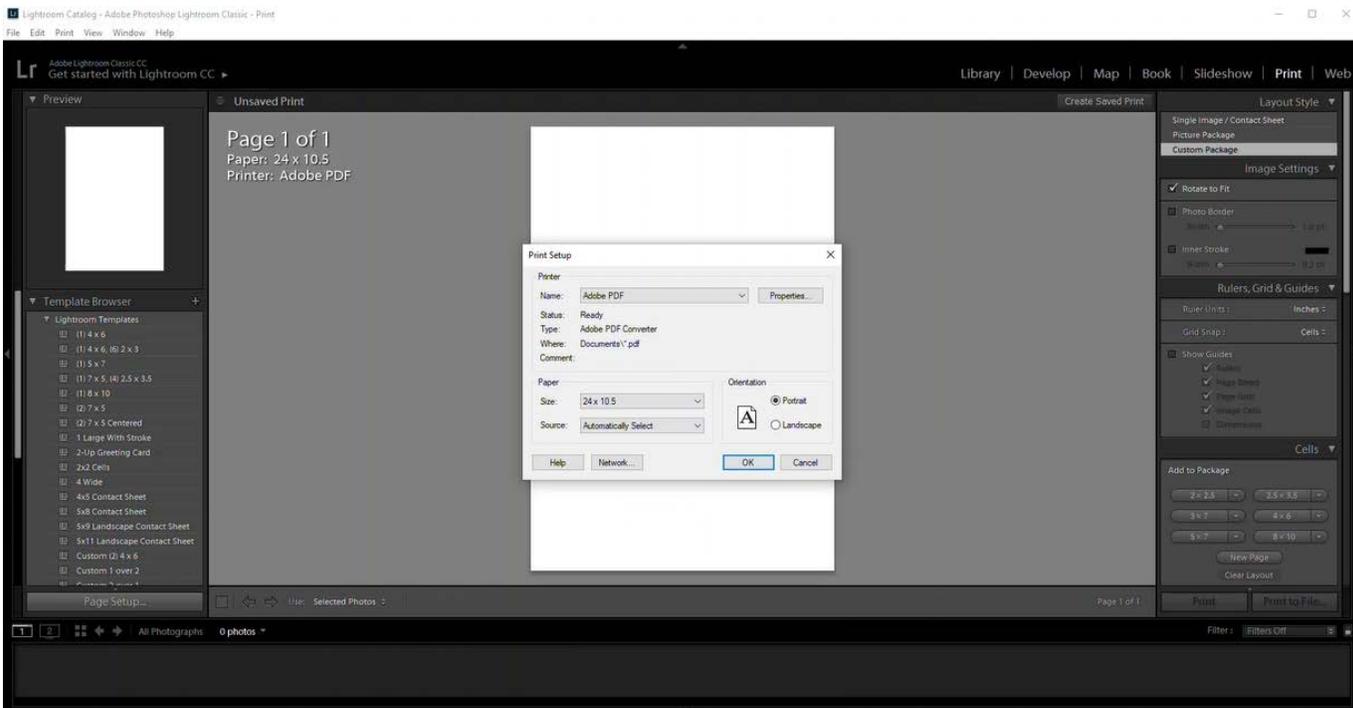


Under name, change it to an Adobe PDF, click on Properties. Then, Click on Adobe PDF Settings Tab and click on the add button next to Adobe PDF Page Size.



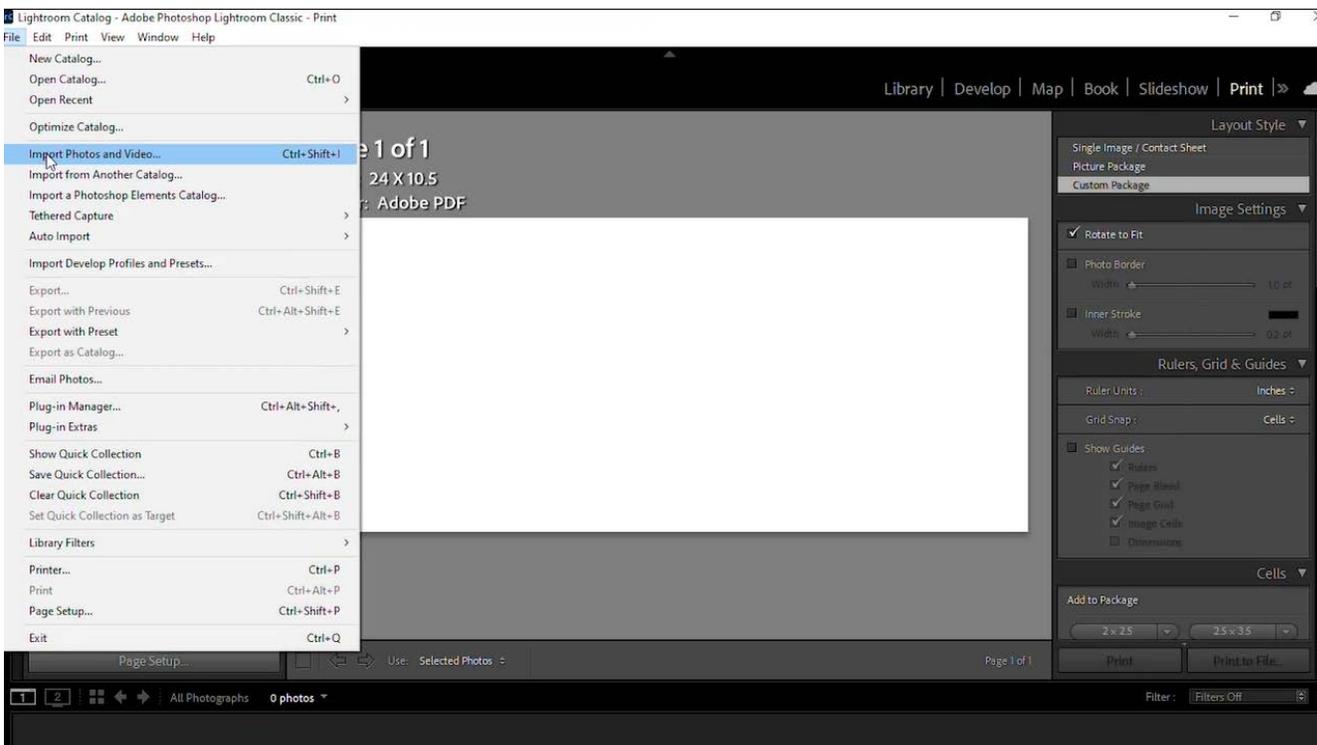
Fill out the Paper Names, Width, Height (use inch and be very specific in title name). Click Add/Modify. Then Click OK.

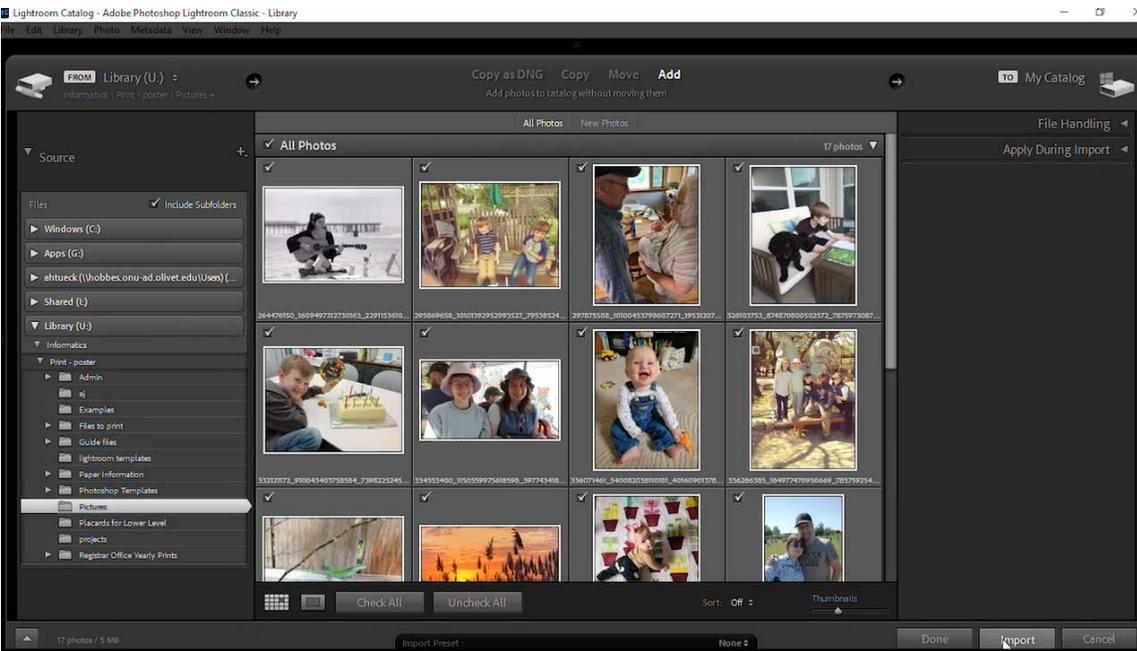




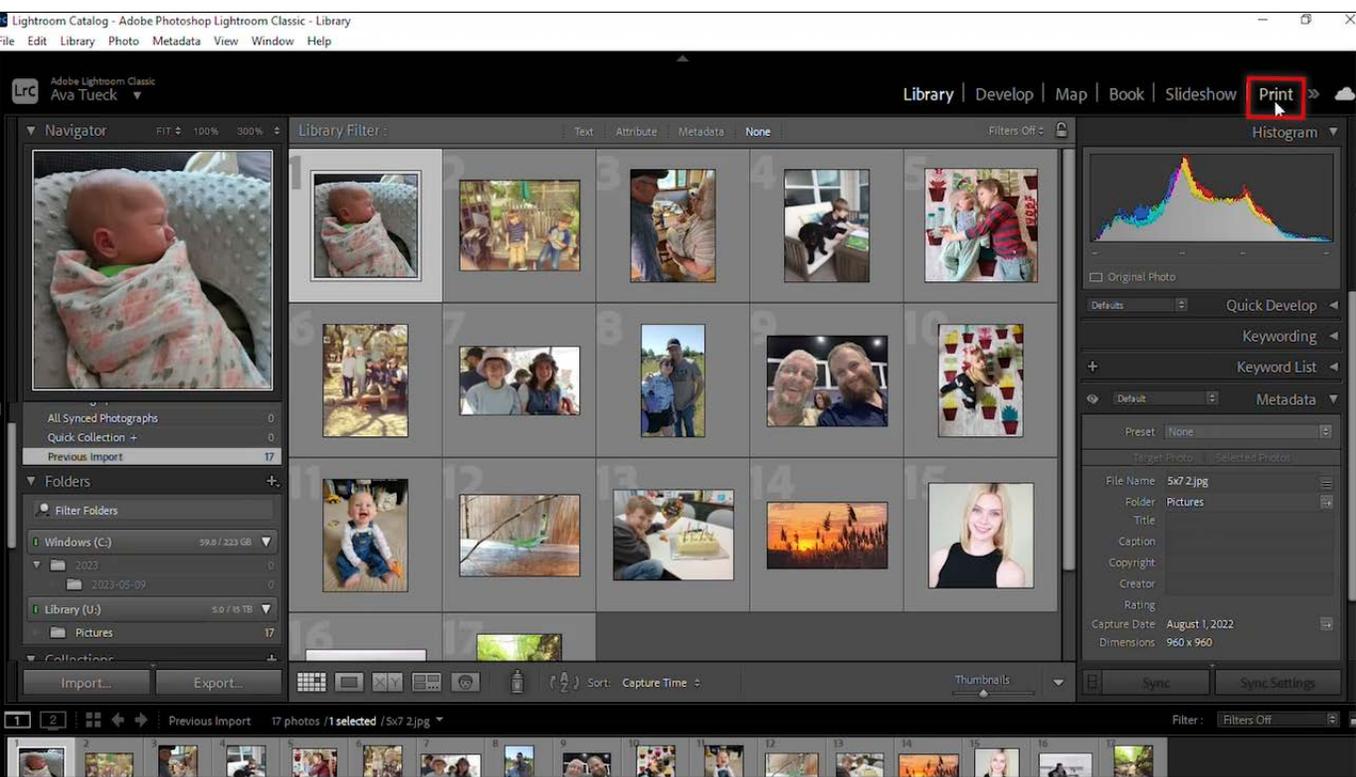
Choose your new size under Paper → Size on the Print Setup Screen. Click OK. The canvas should change its shape to where multiple pictures can be placed in.

Step 3: To import the desired pictures, click the file tab in the upper left corner of the screen and select import photos and videos from the dropdown menu. Look for the file that has the required pictures in it, then select import.

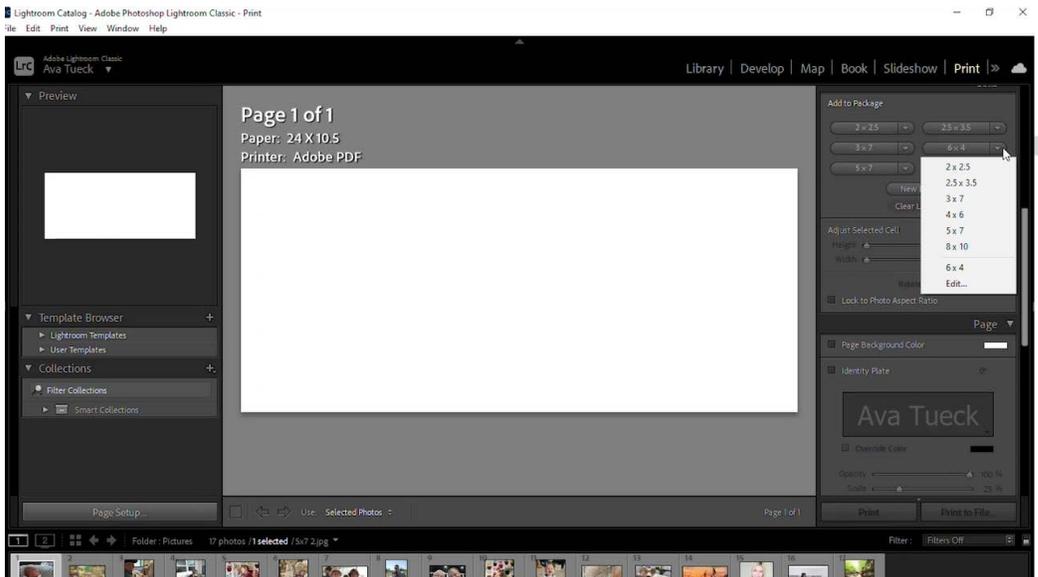
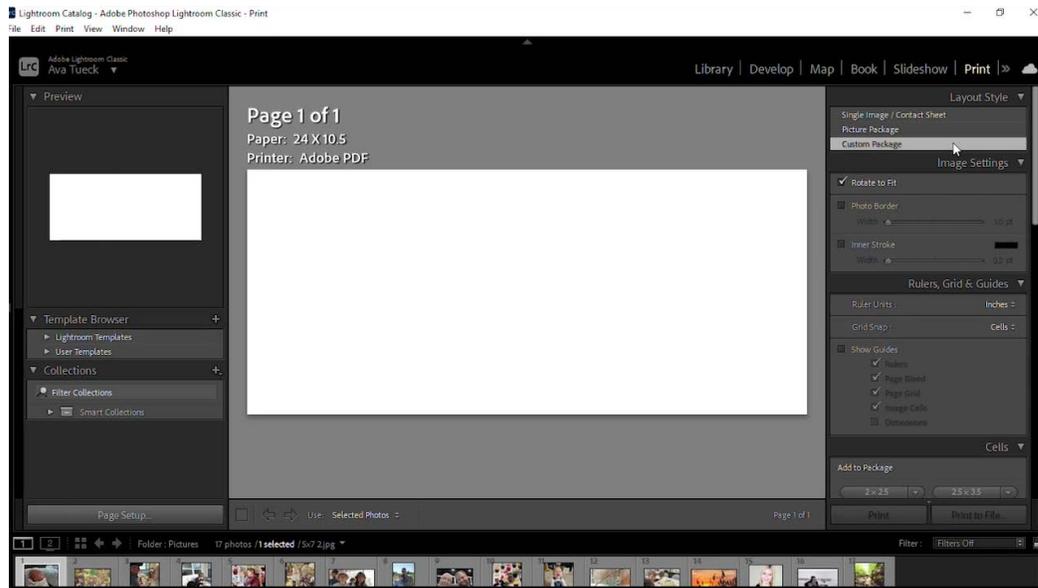




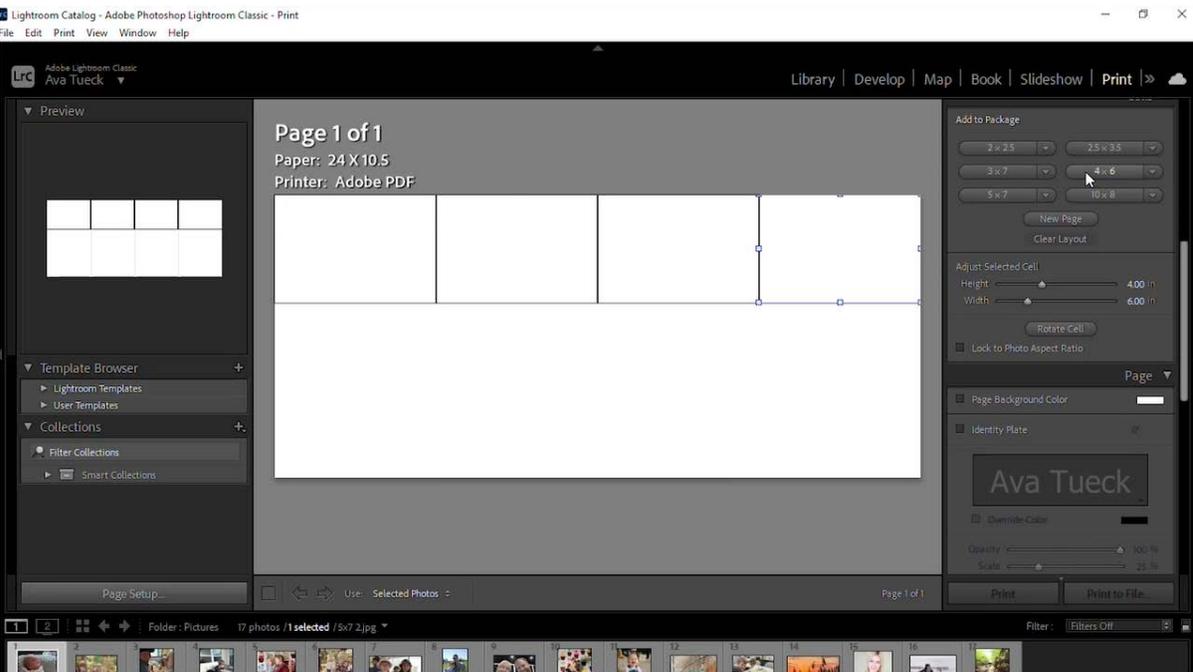
Select the print tab once all the desired pictures are obtained.



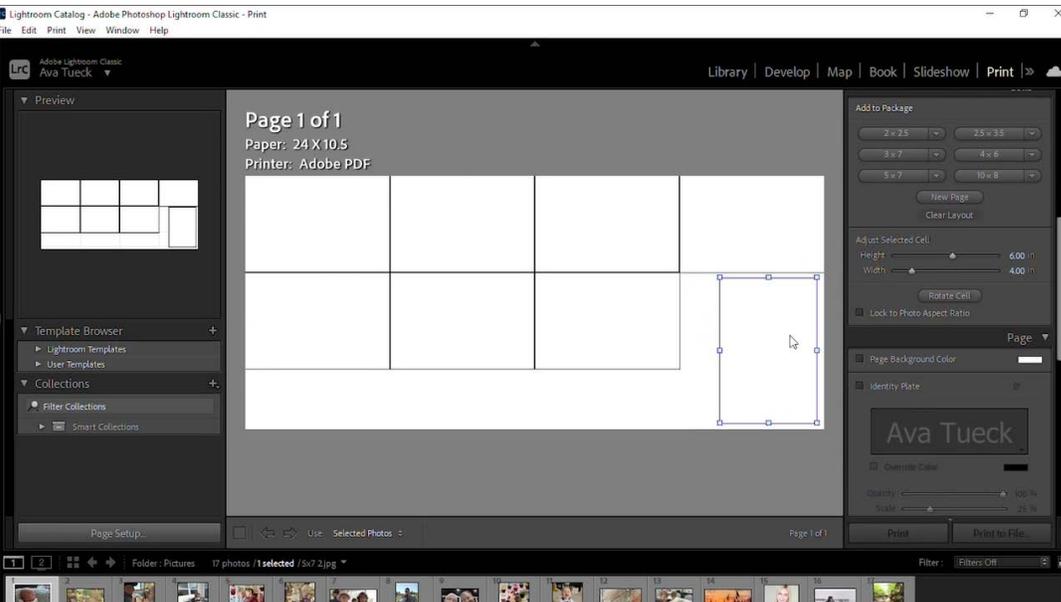
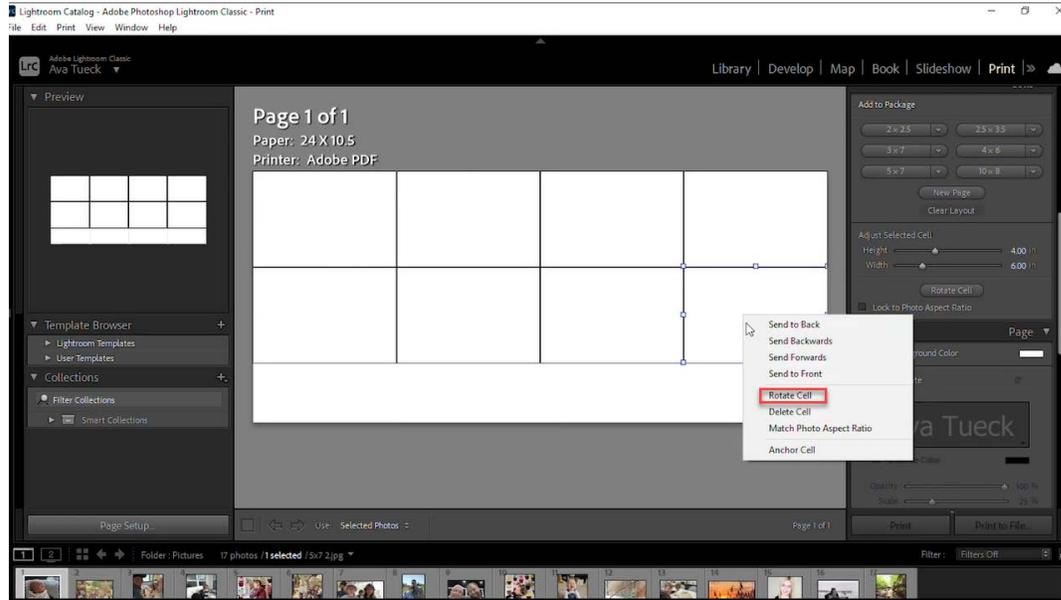
To fit the pictures into the canvas, frames are recommended to use. Click on custom package then scroll down to the cell tab. Click on the desired size from the options to create a frame, or make a custom size frame by clicking edit in the dropdown menu.



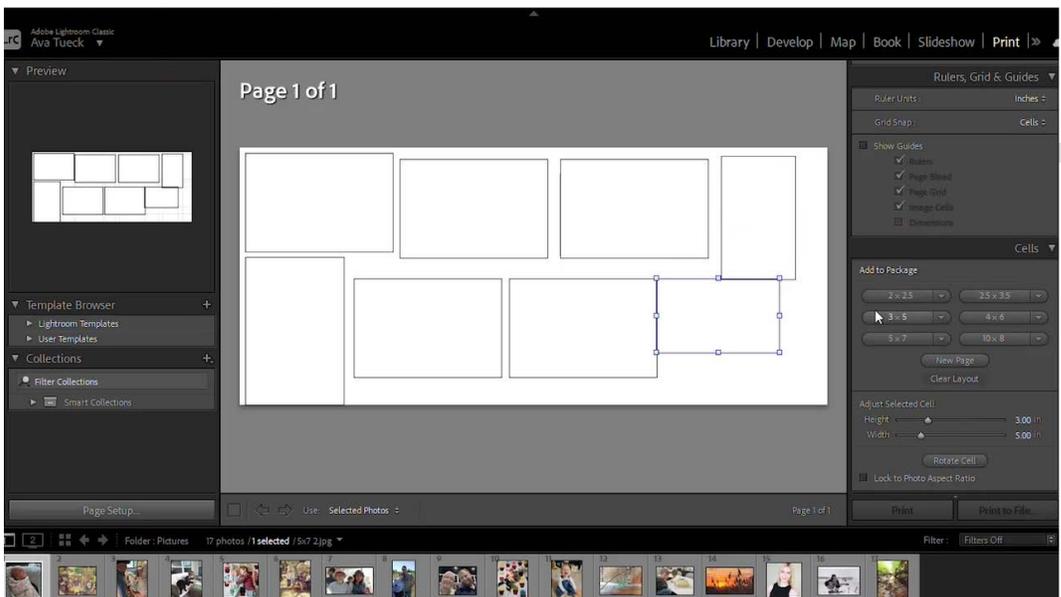
The number of frames is based on how many times the button is clicked.



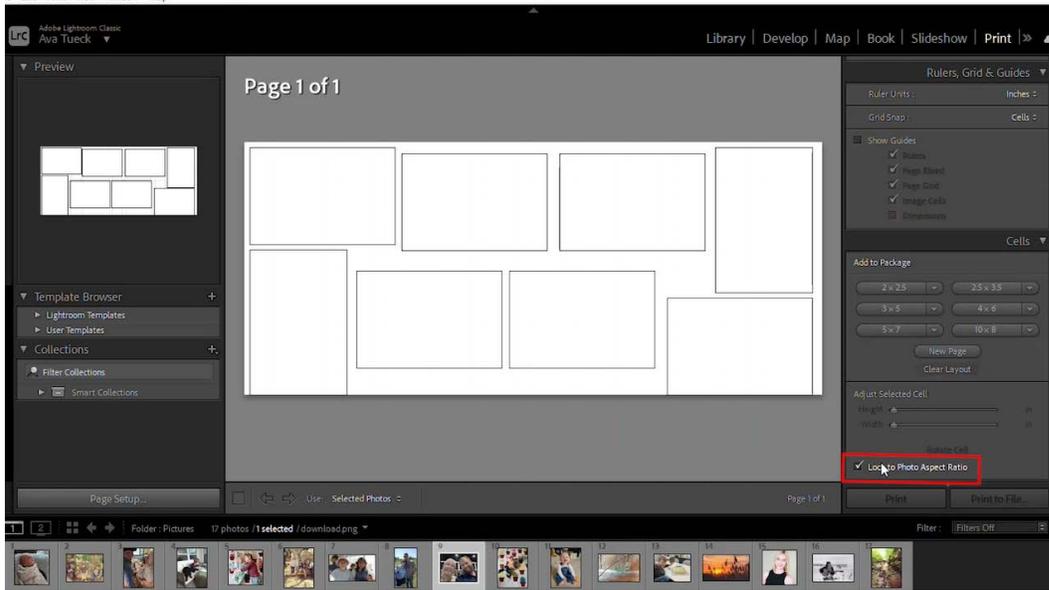
You can also rotate the direction of the frame.



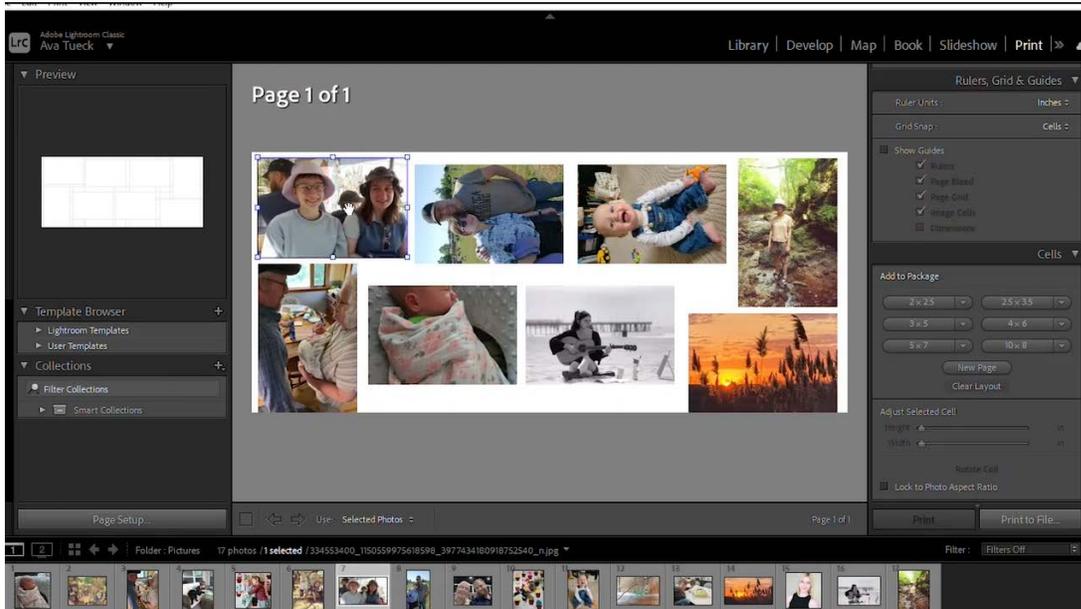
Note: If the page is not fully filled, then try other sizes that can fit into the canvas to make sure all of the pictures are used.



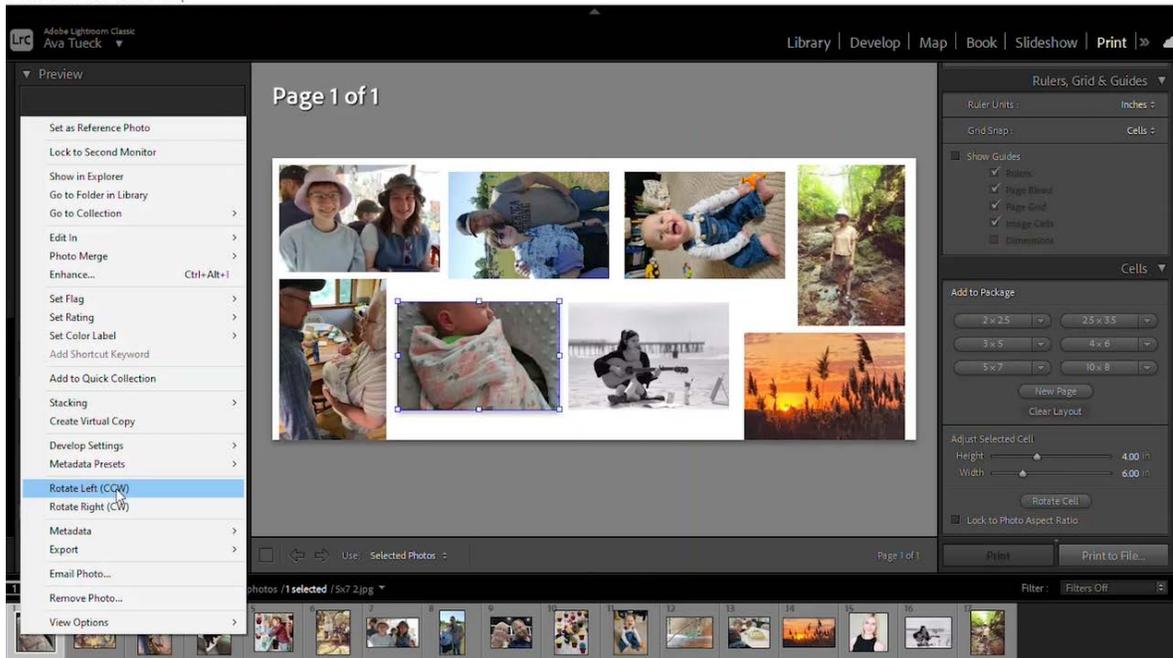
To make sure the pictures do not affect the frames after importing them into the canvas, uncheck 'Lock to Photo Aspect Ratio' under the cells menu.



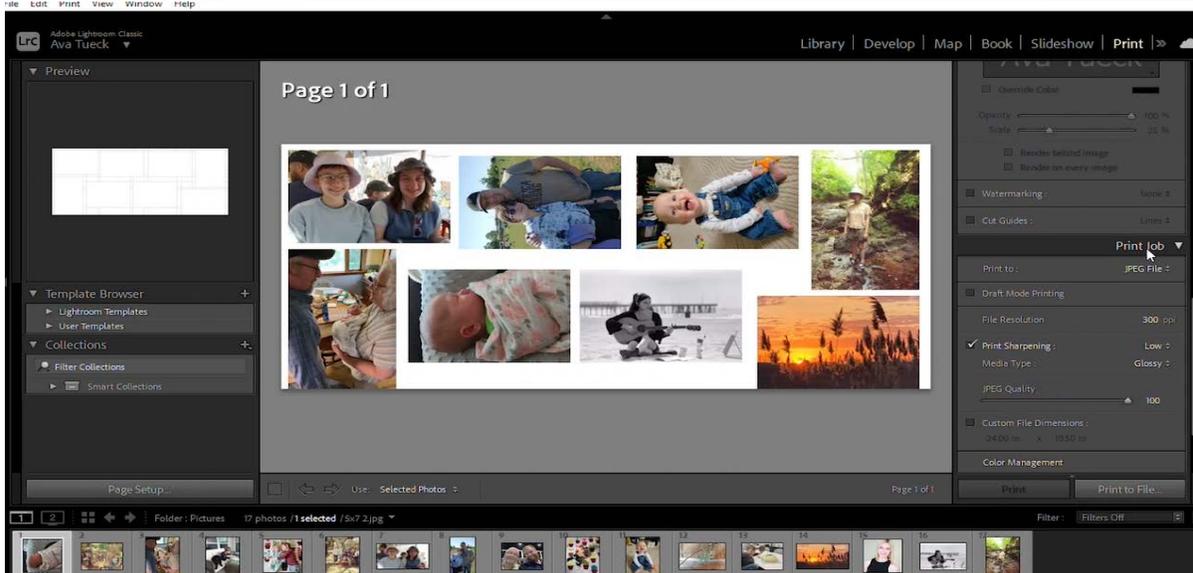
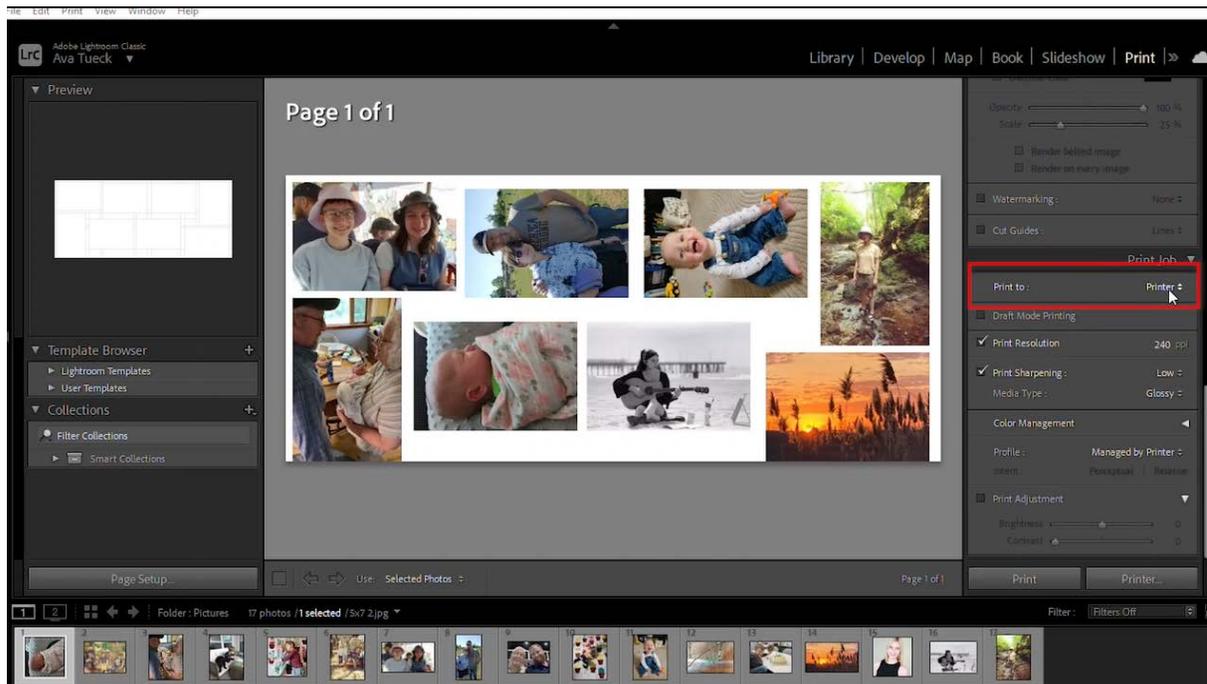
When importing the pictures in the canvas, hold down the control key to trigger the hand symbol to move the picture around until it fits.

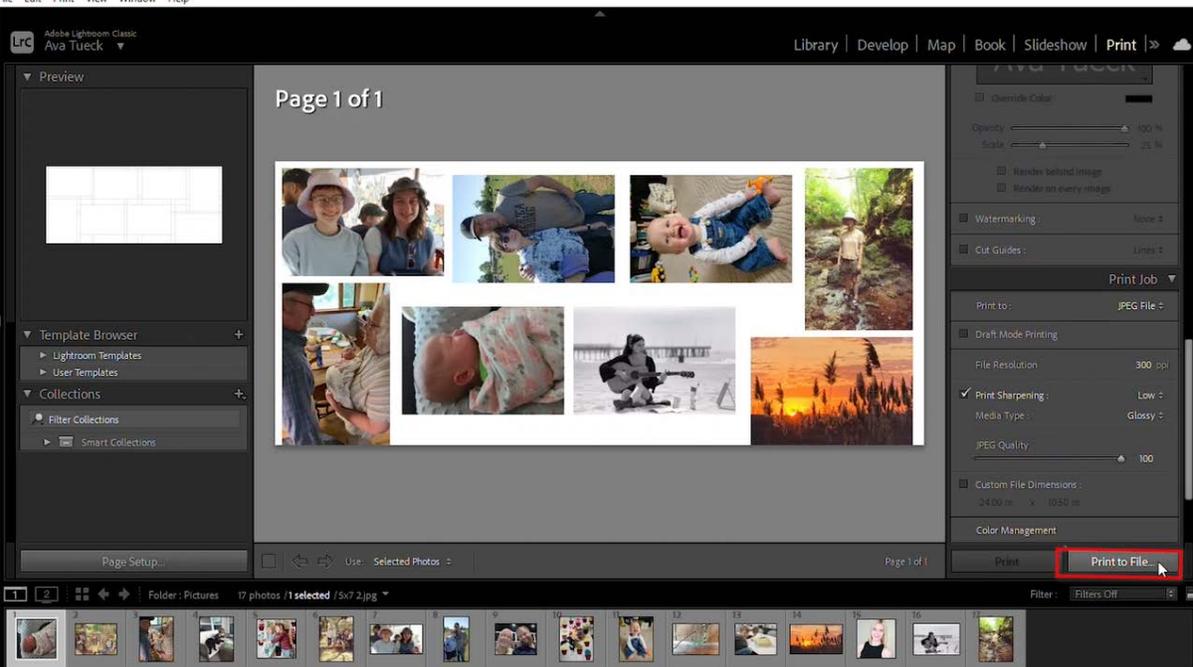


Another way to get more of the picture into the frame is by right clicking on the picture in the collection at the bottom of the screen (not the pictures you have placed on your canvas) and selecting rotate left or right.

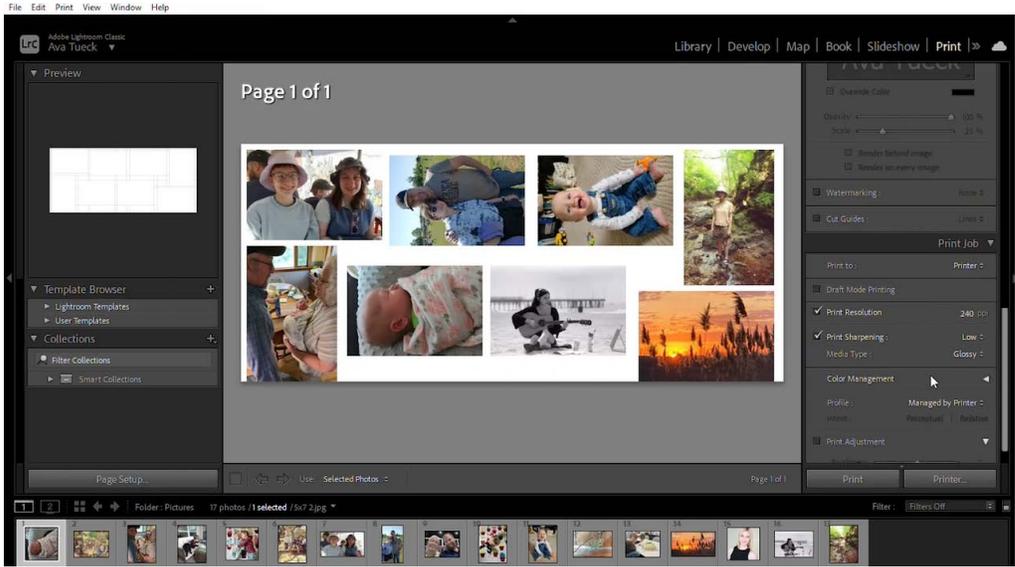


After all of the desired pictures are in the canvas select the “Print to: JPEG File button,” which will save the canvas as a JPEG file. Click “Print to file.” Choose a location to save the file.





Note: if you are connected to the correct printer you can choose “Printer” instead of “JPEG File.”



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Olivet Nazarene University

Any Questions?

Informatics Office: 815-939-5778

Or ask the desk in the Lower Level