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Rotating and Cropping Pictures in MS Word

Microsoft Word

Module 14 - Rotating and Cropping Pictures in MS Word

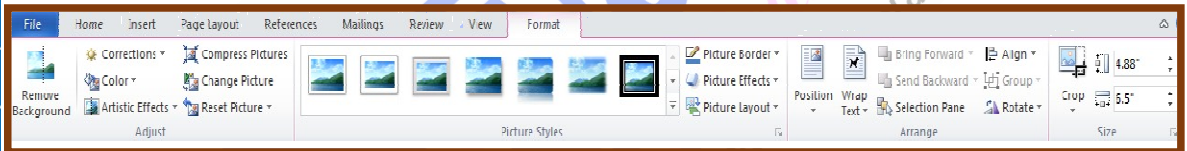
Rotating an Image: This means turning a picture around a central point. Imagine spinning a photo on a table; you can rotate it to the left or right to change its orientation. For example, turning it 90 degrees to switch from portrait to landscape view.

Cropping an Image: This involves cutting out unwanted outer parts of a picture. It's like trimming the edges of a photo to focus on a specific area, removing any unnecessary background or distractions. This helps in highlighting the main subject and improving the overall composition.

Helping Tool of Picture in MS Word Format Menu

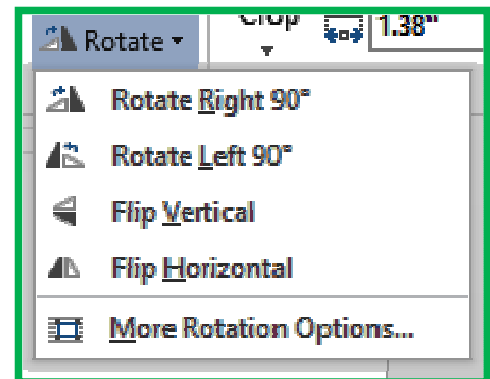
A Format menu in image editing software typically provides options to adjust the appearance and layout of a picture. Some common options you might find in a Format menu for an image include:

- **Resize/Scale:** Change the image's dimensions (height and width).
- **Crop:** Trim parts of the image to focus on a specific area.
- **Rotate:** Adjust the image's orientation (e.g., rotate 90°, flip, etc.).



Rotate - Arrange Group

In the context of images or pictures, "rotate" refers to the action of turning an image around a central point. When you rotate an image, you change its orientation, typically by a specific angle (e.g., 90°, 180°, 270°, or any custom degree). This can be done clockwise or counterclockwise.



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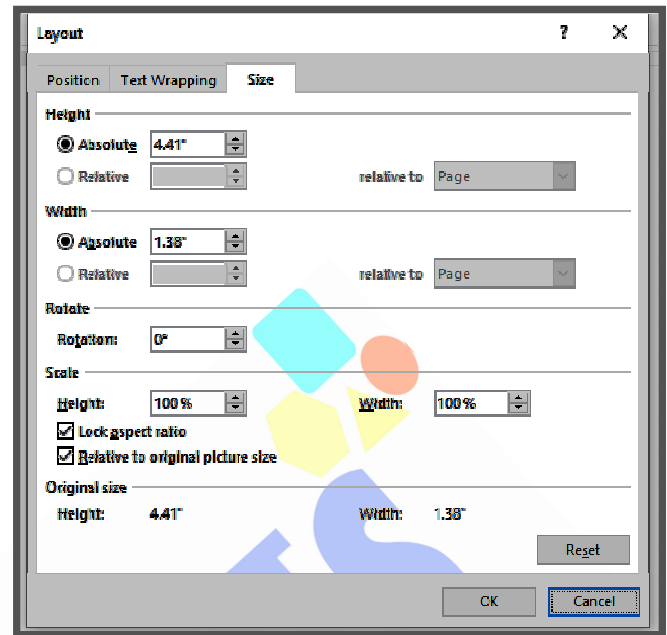


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More Rotation Option

In image editing software or apps, there are several rotation options beyond just rotating by 90°, 180°, or 270°. Some of the more advanced rotation options include:

- 90°, 180°, 270° Rotation
- Custom Angle Rotation
- Free Rotation (Manual)
- Flip (Horizontal/Vertical)
- 360° Rotation
- Rotation around a Point (Center or Custom)
- Auto-Rotate
- Perspective or Skewed Rotation



Aspect Ratio

Aspect ratio refers to the proportional relationship between the width and height of an image, video, or screen. It is typically expressed as two numbers separated by a colon (e.g., 16:9, 4:3, etc.), where:

- The first number represents the width.
- The second number represents the height.

Common Aspect Ratios:

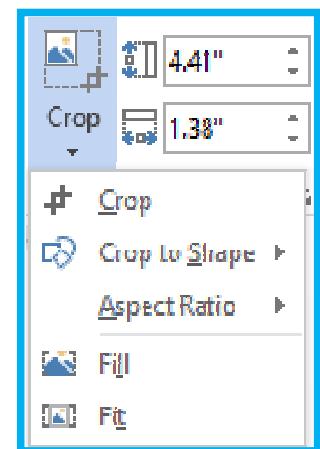
- **16:9** - Standard for widescreen displays (HD TV, most computer monitors, and smartphones).
- **4:3** - Older standard (used in older TVs and computer monitors).
- **1:1** - Square aspect ratio, often used in social media platforms like Instagram.

Crop - Arrange Group

Crop refers to the process of cutting out or removing a portion of an image or video to focus on a specific area, improve composition, or change its aspect ratio. Cropping allows you to eliminate unwanted parts of the image, adjusting the visual framing and sometimes improving the overall focus.

Key Points about Cropping:

- **Purpose:** Often used to remove distractions, improve composition, or change the image's aspect ratio.
- **Adjustment:** You can crop an image by resizing or cutting off the edges to highlight the most important elements.



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- **Effect on Resolution:** Cropping reduces the total number of pixels in an image, so it can lower the resolution of the image.

Crop - Crop To Shape

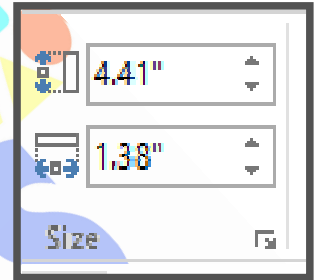
Crop to shape is the process of trimming an image into a specific geometric shape, such as a circle, square, or custom shape, rather than a rectangular crop.

Crop - Fill

Fill is the process of resizing an image to completely cover a specific area or shape, potentially stretching or cropping parts of the image to fit.

Crop - Fit

Fit is the process of resizing an image to ensure it fits within a specific area or shape without stretching, while maintaining its aspect ratio.



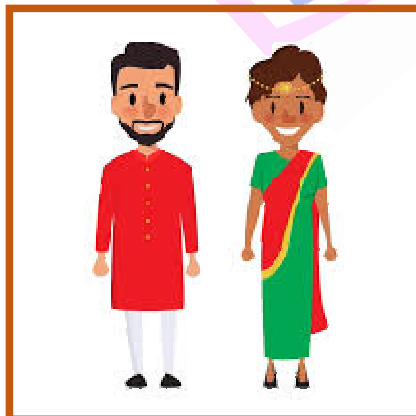
Height and Width - Size Group

Height refers to the vertical measurement of an object or image, while width refers to its horizontal measurement. Together, they define the size and proportions of an image or object.

Assignment on Rotating and Cropping Pictures

Write the text given below. Insert pictures from the internet. Use Cropping Tool to make it more attractive. Add Picture border and choose colours accordingly. Use Rotation and Flip Pictures wherever needed.

- **United States:** A North American country known for its diverse culture, global influence, and technological advancements.
- **India:** A South Asian country with a rich history, diverse cultures, and the world's second-largest population.



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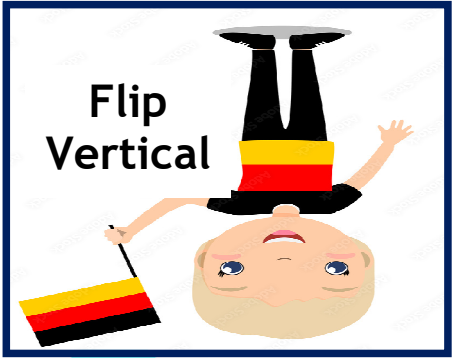
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- **Germany:** A European country known for its engineering, strong economy, and cultural heritage.
- **Australia:** An island nation and continent with unique wildlife, beautiful landscapes, and a laid-back lifestyle.



- **Brazil:** A large South American country famous for its vibrant culture, Carnival, and the Amazon Rainforest.

