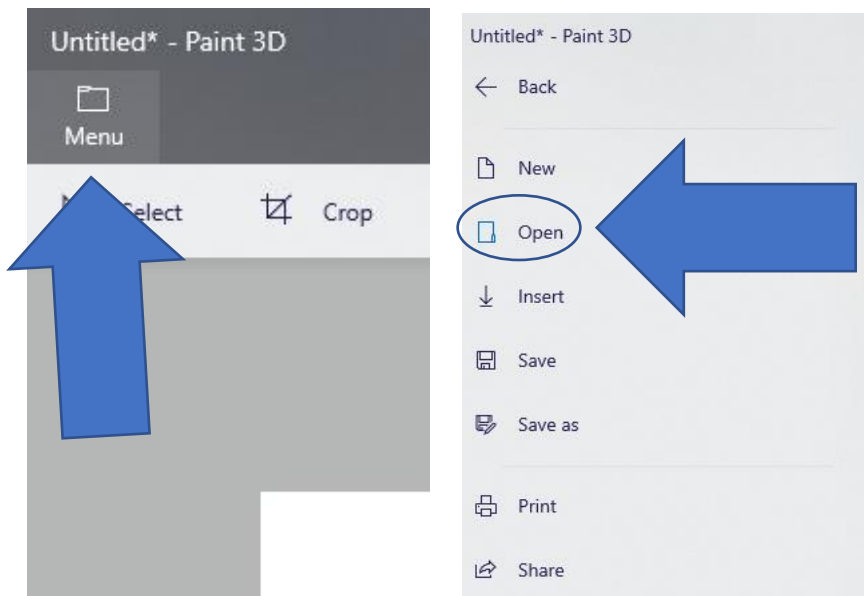


How to Put A Transparent Image/Logo/Template Over Another in Microsoft Paint

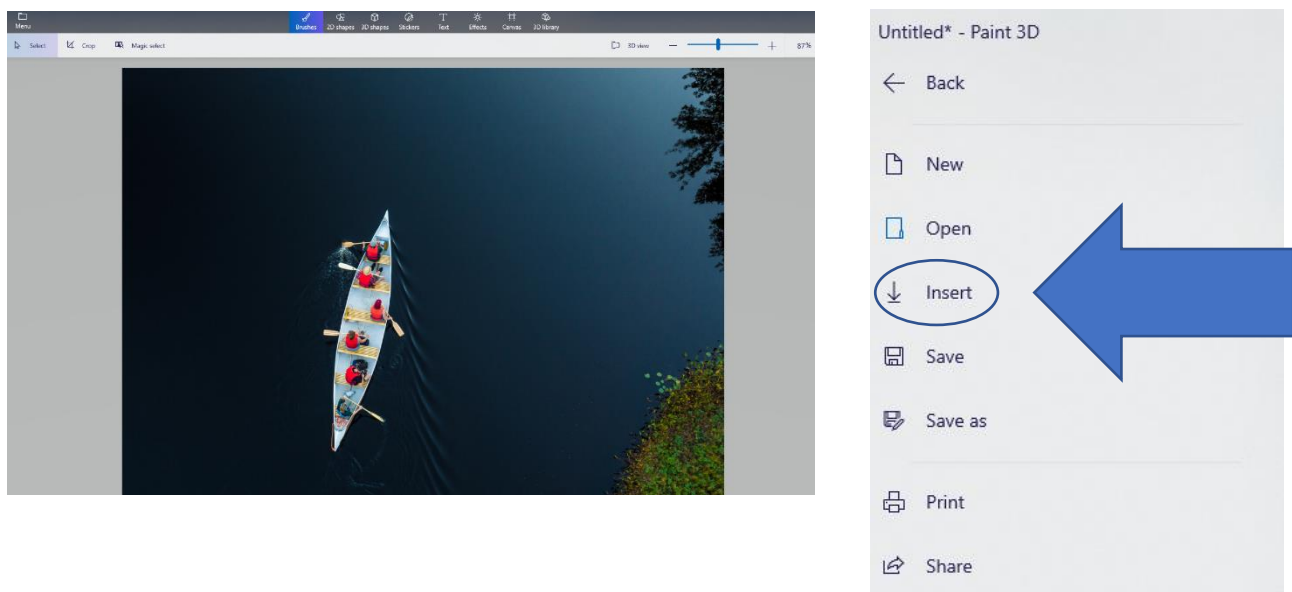
Step 1: Download the assets you want to use from the #ShineOnTourism Toolkit at www.shineontourism.ca

Step 2: Launch MS Paint on your computer.

Step 3: Open the first image on which you want to add another image from Menu > Open. Note: In some versions, Menu is replaced by “File”



Step 3: Once you have your image open, click Menu (or File), then Insert.

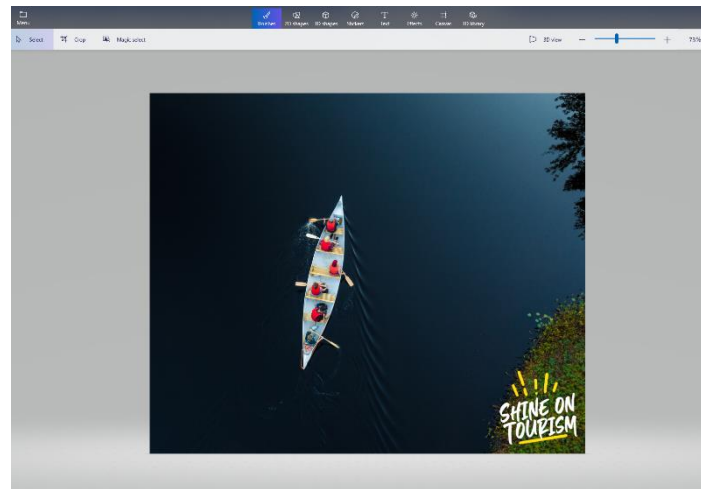
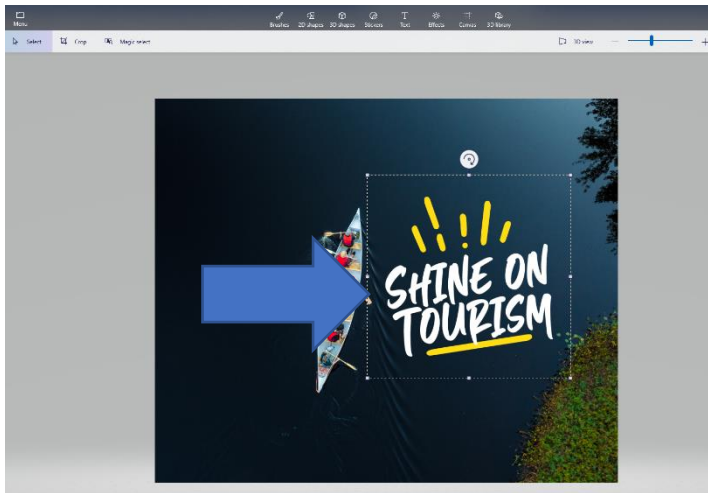




#ShineOnTourism Template Guide

HOW TO USE TEMPLATES ON YOUR IMAGES

Step 4: Click the logo or template that you've downloaded. It should be in your "Downloads" folder. Note – it will be a file ending in ".png". It will open on top of your original photo. Move and resize the new image to your preferred area. Holding the "Shift" key on your keyboard will prevent the image from being stretched. Click on the grey area to lock the new image in place



Step 5: Go to Menu/File and click "Save As" to save your new image with the new template overtop.

Step 6: You're ready to share! If you have any questions about how to use templates, please contact tnscommunications@novascotia.ca