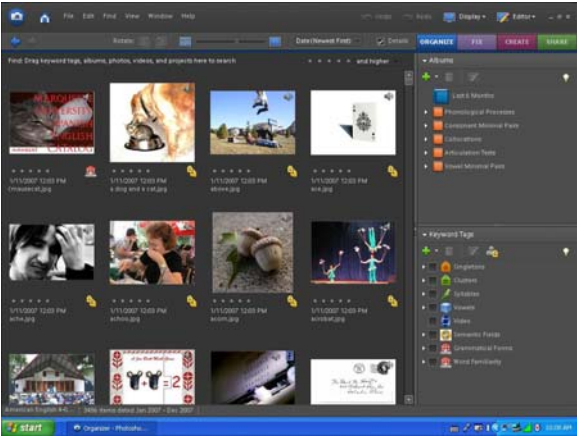




# Marquette University Spanish English Catalog (MaUSECat)

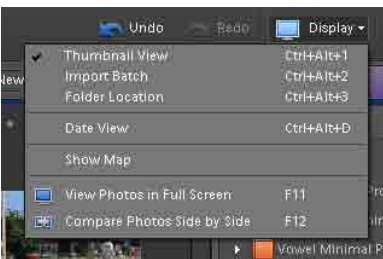
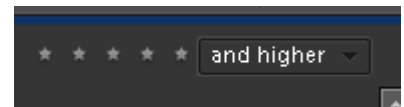
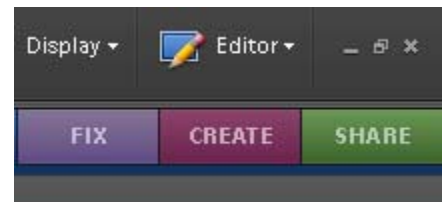
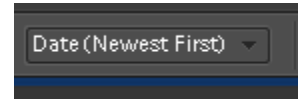
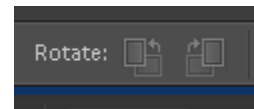
## MaUSECat tour of main screen



This is the opening view of MaUSECat. You can verify which catalog is open by positioning the cursor in either the upper left or lower left corner of the screen. You are in the *Organizer* component of Adobe Photoshop Elements and will stay there. You don't use the *Editor* component.

There are a few options on the screen that you'll never use and should avoid if at all possible:

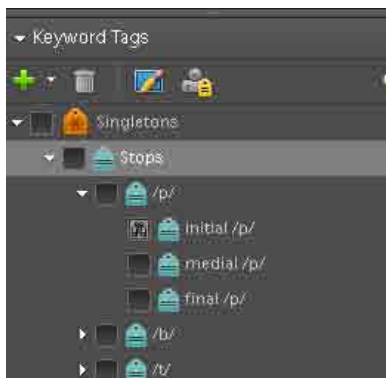
- *Rotate* picture – the pictures are all oriented the right way so there's no reason to do this
- *Date (Newest First)* or *Date (Oldest First)* – this will have no effect unless you add pictures to the catalog
- *Fix* – this takes you to the Editor component, which you want to avoid
- *Share* – this takes you to some commercial options
- *Picture rating by stars* – we haven't rated the pictures this way (though you can do it yourself)



If you click on *Display* you'll see that you are in *Thumbnail View*. The only time you might want to change this is if you add pictures to the catalog and want to see the new pictures alphabetized with the others. In that case you can switch to *Folder Location*.

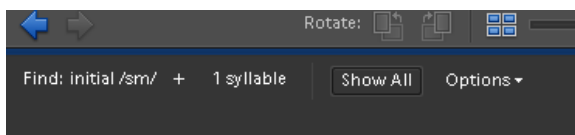
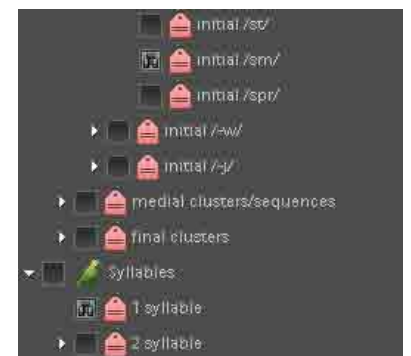
The right hand side of the screen is called the Task Pane. In the top section are *Albums*, specific collections of media. There is a hierarchical organization to the display. If you click on a *triangle* you'll see the lower levels. To view an album just click on it.

Directly to the left of the Task Pane is the scroll bar used to scroll through the catalog. Up/Down keyboard arrows or the scroll wheel on a mouse have the same effect.



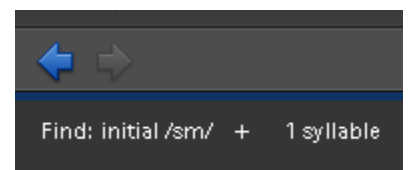
Below the Albums are the *Keyword Tags*. Each picture and video is tagged according to its contents. The tags reflect the phonological structure, semantic content, grammatical function, and familiarity of each word or phrase. To view the items with a particular tag click the box next to it. The *green plus sign* icon displays a dropdown menu including options to add new tags. The *pencil* icon displays an editing window once a tag is highlighted. These two icons are also displayed in the Albums box and serve the same purpose.

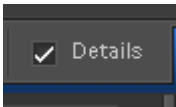
Tag selections can be combined so that, for example, you can view items with initial /sm/ that are also monosyllabic. Tag selections can also be combined with Album selections.



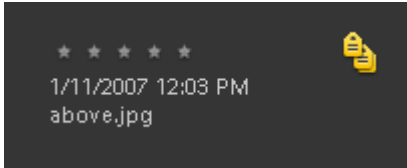
The current search criteria are shown in upper left corner. To clear the criteria so that all media are shown again, click *Show All*.

The *Back* and *Forward* buttons work like in Internet Explorer. They take you to your last display or your next display (if you moved backwards previously).

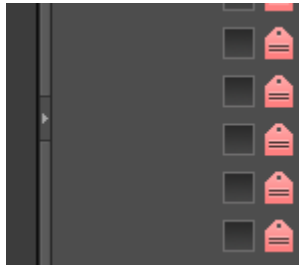




The *Details* check box hides or shows tag and filename information below each picture or video. By hiding it you get a “cleaner” display on the screen.



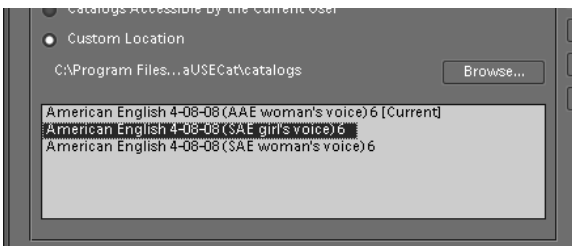
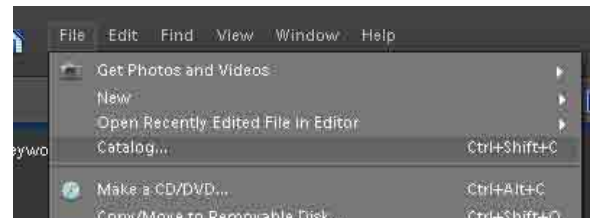
The *thumbnail slider* adjusts the picture size from tiny to full size (but not full screen). If you double click a picture it automatically moves the slider to full size.



You can open and close the Task Pane by clicking on the triangle on its left hand border.

You can also hide the Task Pane by selecting Hide Task Pane from the *Window* menu at the top of the screen. In order to view it again, select *Show Task Pane* from the same menu.

Use the *File* menu to change from one catalog to another.

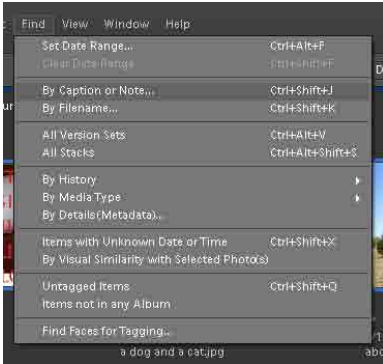


All the catalogs are kept in the folder C:\Program Files\Adobe\MaUSECat\catalogs. Just select the one you want and open it. The catalogs are identical except for the speaker voice.

Use the *Edit* menu to hide particular pictures from being displayed. Select the picture(s) you want to hide (by clicking, Shift-clicking, Control-clicking, or clicking and dragging), then use *Edit>Visibility>Mark as Hidden*. *Show Hidden* will display all pictures, regardless of whether they're marked as Hidden.

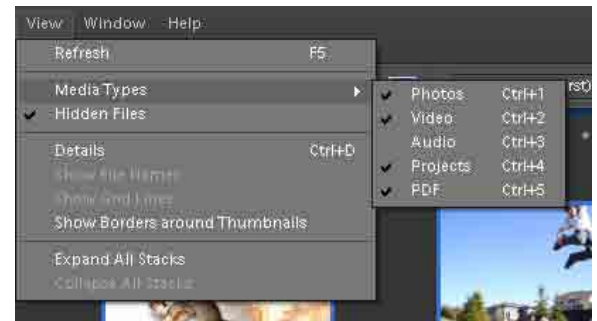
To clear the Hidden marker from all pictures, select all pictures (*Control-A*), then use *Edit>Visibility>Mark as Visible*.





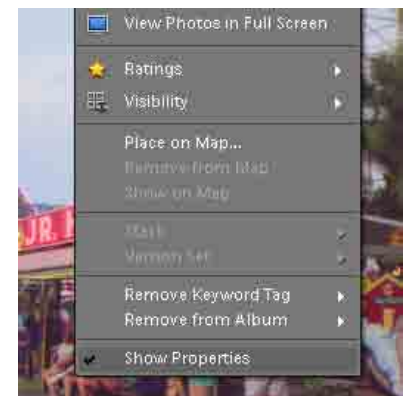
Use the *Find* menu to search for specific pictures or videos. You can search by either *Caption or Note* or by *Filename*. The filename and the caption are the same but the note sometimes contains additional information.

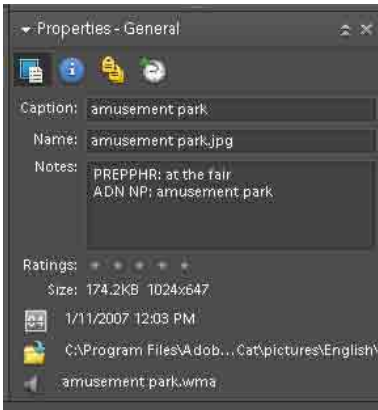
Use the *View* menu to show or hide different types of media. For example, you may want only photos to appear on the screen.



Remember that MaUSECat is only a set of database files and digital media. The program you're using is Adobe Photoshop Elements. Therefore the *Photoshop Elements Help* files will only tell you things about the program, not about MaUSECat. Still, the help files can assist you in figuring out some of the fine points of program operation. They are especially useful if you are trying to create PDF, video, or webpage files to show on other computers. The program provides a slew of options for those creations and the help files provide details on these.

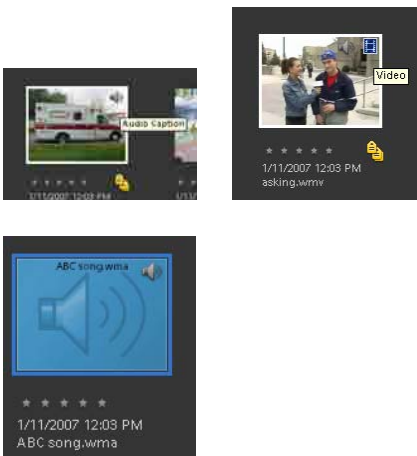
To see detailed information about each photo or video and how it has been tagged, right click on the item and then select *Show Properties*. You can also select the item and type *Alt-Enter* or you can select the *Window* menu from the top of the screen and choose *Properties*.





In the *Properties – General* window you can see the item’s caption, filename, and Notes. If you’re working on grammatical forms you may want to display the Notes as they help explain each item’s grammatical classification.

In the *Properties – Keyword Tags* window you can see the item’s tags in an easier to read display. In single photo view, all tags and the photo’s filename are listed beneath the photo.

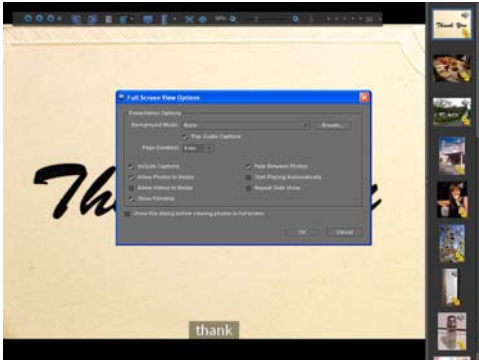


There are three types of audio/video files available:

- Every picture has an audio caption. To play it, click on the *speaker icon* you see on the picture.
- In addition to pictures, there are video files. To play a video file, *double click* it.
- There are also music files. (You may need to click *View>Media Types>Audio* to see them.) Click on the *speaker icon* to play them.

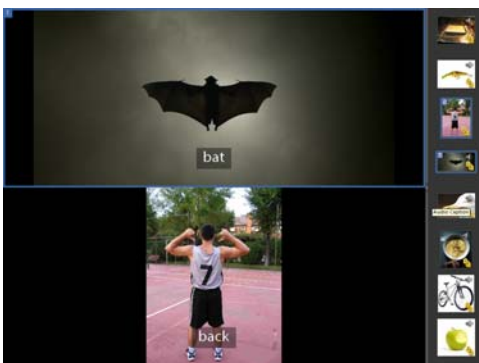
For all three types of audio/video file the same media player appears. It has play, pause, stop, rewind, and volume controls.





In addition to the thumbnail view, there are two other display modes. One is Full Screen View. To use it, select the pictures you want to display, then click *Display>View Photos in Full Screen (or press F11)*.

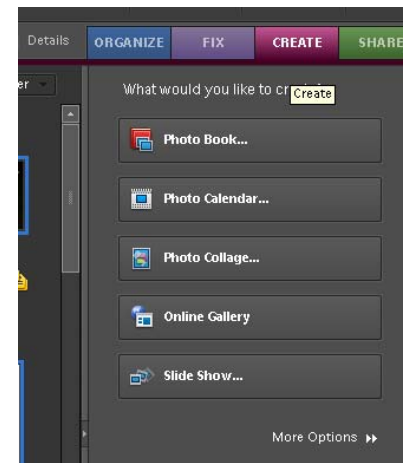
There are several display options. You can have the pictures shown in a slide show or you can move through them manually. In the slide show mode you can have music play in the background. In either slide show or manual mode you can have the audio caption (the pronunciation of the word) played as the picture appears on screen. On the right side of the screen you can display a filmstrip that shows thumbnails of all the selected pictures.

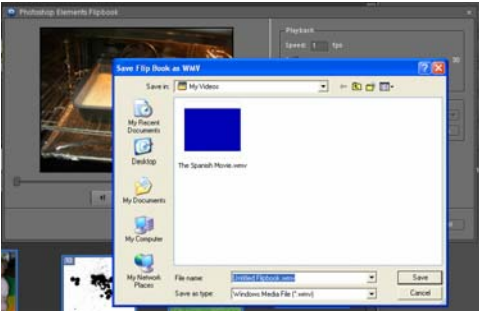


Another display option is the Side by Side View. To use it, select the pictures you want to display, then click *Display>Compare Photos Side by Side (or press F12)*. You move through the pictures manually. The two pictures can be displayed side by side or top and bottom. The filmstrip can optionally be displayed. To open or close the filmstrip, click on the triangle on its left hand border.

Creations are an entirely different feature of Adobe Photoshop Elements and MaUSECat. They allow you to create stimulus displays that are separate from the program. This, in turn, means that the displays can be shown on any computer, whether Adobe Photoshop Elements is installed or not.

To make a creation, select the photos you want to include. Click *Create*, then click *Photo Book*, *Online Gallery*, or *Slide Show*. (We have not found *Photo Calendar* and *Photo Collage* to be useful for our purposes.) You can also click *More Options* and select *Flipbook*.

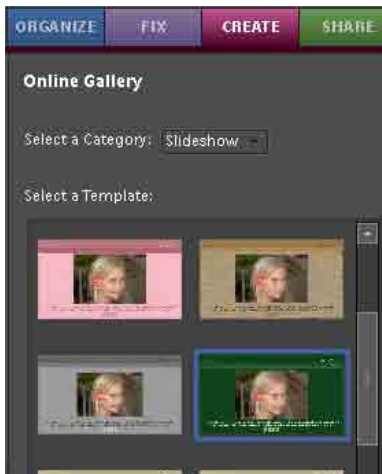
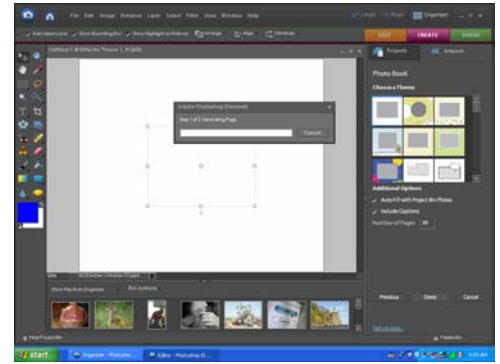




Flipbooks are simple videos in which the selected photos are displayed sequentially. The only option you have is the rate at which the photos are displayed when the video is running. You can always pause the video to slow the rate of presentation.

Picture Books are collections of photos that can be displayed with their captions in a variety of visual formats. You output them as PDF files.

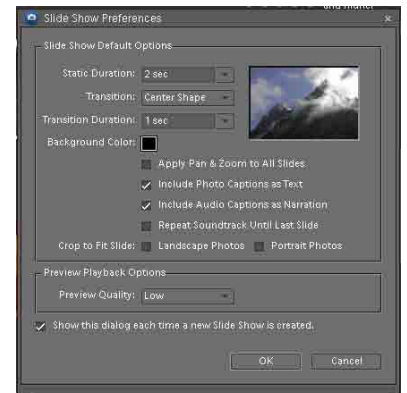
This is the hardest creation type to work with because it uses the tools and interface of Photoshop, which is a powerful but somewhat complicated program. If you can master it, though, you can get very nice results.



Online Galleries are web pages, some of which contain animation and some of which allow pictures to be moved and manipulated on the screen. There are dozens of options for creating these pages.

Remember that when you output a web page it goes to a folder. To run the web page in your internet browser, open that folder and double click the file named "Index."

Slide shows are sequential displays of your selected photos. They can be output as either videos or PDF files.





There are dozens of options available. You can add graphics and text, change the rate of presentation or transition from one photo to the next, add audio background or narration, etc.

You can also print photos in a number of formats: individual, in thumbnails of varying size, with or without borders or special effects, and customized to fit on Avery label sheets. If you have the Adobe Acrobat (Standard or Professional) application installed, you can “print” your selected photos to a PDF file.

