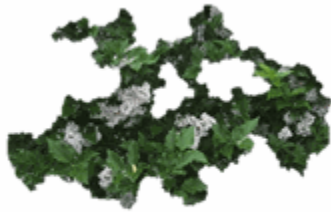


Adjusting Images in Microsoft Word

In this exercise, you will experiment with numerous ways of adjusting images in Microsoft Word.

1. Open or go to [Plants in my yard - Intermediate.docx](#)
2. Remove the background from the image [Lilac closeup.gif](#) so that it looks like it does in the screenshot below:



Special features

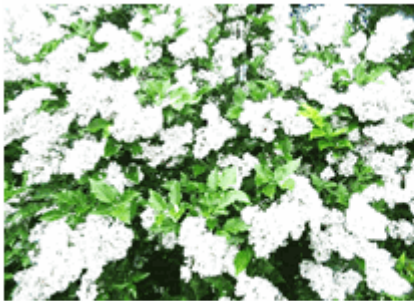
Tolerant, Beautiful

Description:

Perhaps of Central New York
planted on farms
some of the most
the world. Most
compact habit and

new lilacs are still fragrant. We offer Miss Kim

3. Undo your change.
4. Change the Brightness and Contrast of the image [Lilac closeup.gif](#) so that it looks like it does in the screenshot below:



Special features:

Att
Tolerant, Beautiful fol

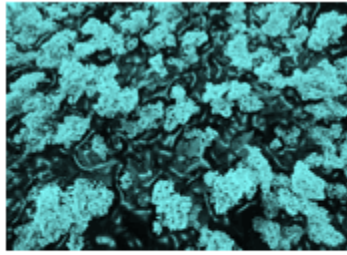
Description:

Perhaps
of Central New York
planted on farms and
some of the most
the world. Most
compact habit and

new lilacs are still fragrant. We offer Miss Kim for a

5. Undo your change.

6. Recolor the image [Lilac closeup.gif](#) so that it looks like it does in the screenshot below:

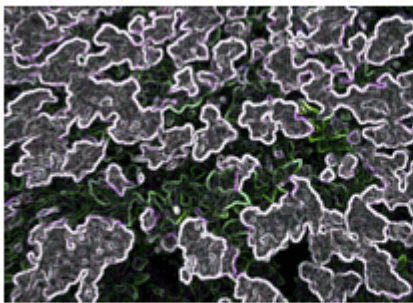


Special features: Attractive
Tolerant, Beautiful foliage

DESCRIPTION: Perhaps one of the most popular lilacs of Central New York, it was first planted on farms and some of the most evolved in the world. Most new land

habit and smaller size, but unlike roses, most of the roses are not as hardy as Miss Kim for a midsize, manageable lilac, but we also like the common vulgaris, the common lilac.

7. Undo your change.
8. Add an artistic effect to the image [Lilac closeup.gif](#) so that it looks like it does in the screenshot below:

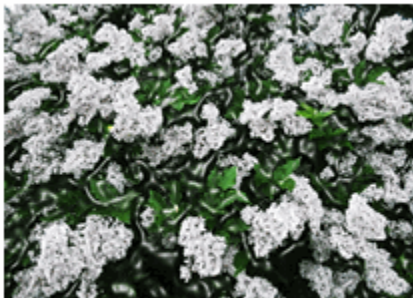


Special features: Attractive
Tolerant, Beautiful foliage

Description: Perhaps one of the most popular lilacs of Central New York, it was first planted on farms and some of the most evolved in the world. Most new compact habit and small

new lilacs are still fragrant. We offer Miss Kim for a

9. Undo your change.
10. Adjust the image [Lilac closeup.gif](#) by applying the *Plastic Wrap Artistic Effect* and increasing the contrast 40%. When done, your image should look like it does in the screenshot below:



Special features: Attractive
Tolerant, Beautiful foliage

Description: Perhaps one of the most popular lilacs of Central New York, it was first planted on farms and some of the most evolved in the world. Most new compact habit and small

new lilacs are still fragrant. We offer Miss Kim for a

11. Save the document as we will continue to build on this document in future exercises.