

Photo Story 3 is an excellent tool that is very simple to use and can be linked to a wide variety of subjects. Children can add photos, special effects, voice overs, text and music and make photos come to life. It could be used in history projects or at home to show off their holiday pictures. Here is a step by step guide how to use it.

1. Download Photo Story 3 from the following website: <http://microsoft-photo-story.en.softonic.com/>
2. Once it has finished downloading, open Photo Story 3. Select **Begin a new story** and click **Next**.
3. This will bring you into **Import and arrange your pictures**.
4. On this page click **Import Pictures.....**
5. This will allow you to search on your computer as to what pictures you want to upload into your story. You can select multiple pictures at a time by holding down the CTRL button as you click/select the pictures.
6. Once you have selected the pictures you want, click **OK**. The pictures will now appear on the bottom of the page like a film reel. This will be the order they appear in your story so if you need to change the order you can simply drag and drop the pictures to the correct position in the film reel. Or you can select the picture and use the arrows but this is a more time consuming method of doing it.
7. You can select any of the pictures and edit them. You can contrast colours, adjust red eye, crop, rotate and add effects, such as black and white. You can do this for just one picture or apply effects to all pictures in you reel.
8. At this point, it is good practice to save you work. Click **Save Project...** and select the desired folder where you want the project saved and click **Save**.
9. Once you are happy with the effects you have added to your pictures click **Next**. This brings you to **Add a title to your pictures**. Here you can add text onto any of your pictures.
10. When you add text you can position it where you want on the page and select a desired font. You can also still add an effect to your picture on this page. You can also go back to the previous section by clicking **Back**. Once you leave a section in Photo Story it is always available to go back to. Also click **Save Project...** on every page so you don't lose any work.
11. When you have added text click **Next**. This brings you to **Narrate your pictures and customize motion**. Here you can add voice over to any of the pictures. Simply select the picture, click record, which is the button with the red dot in the middle, and record what you want to say.
12. Once you're finished recording, click stop, which is the button with the square in the middle. You can then click Preview, to listen and watch what it is like with the picture. If you are not happy with the recording click Delete Narration, which is the button with the arrow on it, and start again.

13. Once you are happy with the recording for a picture, you can choose to customise the motion for the picture by clicking **Customise Motion...** In the **Motion and Duration** tab you can be very specific in what you want to do and set the time you want to display the picture for. If you have a lot of voice narration for a picture, the time the picture is displayed for needs to be as long as your narration. In the Transition tab, this allows you to customise the effect and motion that is seen for the picture. There are multiple options and when you click them you can see a preview of the effect. You can also set how long the transition will take.
14. Once you are happy with the motion, duration and transition click **Save** and **Close**. Repeat the above for all pictures for narration and customising motion. Once you are happy with this click **Next**. This brings you to **Add background music**. Here you can add music that you have saved or you can create your own. The create your own option is limited enough but you could always integrate a music lesson in and get the children to record and play their own music for it.
15. When you have added the music, above the film reel the name of the song will appear above the pictures in orange. This tells you the duration of the song with regard to your pictures. You can also add in multiple songs if desired. You can click **Preview** which will show you your full Photo Story and then make adjustments to any of the sections as desired.
16. Once you are happy with your Photo Story click **Next**. This brings you to **Save your story**. In this section you are given the options of what you want to do with your story. In the Activities section, select how you want to save it. Typically '**Save your story for playback on your computer**' is the best option. Then click **Browse**, find the folder you want to save your finished story in, name it as desired and click **Save**. Then click **Next** and your story will be generated.
17. Once the story has been built you will be brought to the **Completing Photo Story 3 for Windows** window. Here you can view your completed story, choose to make another story or simply click **Exit** to close Photo Story.