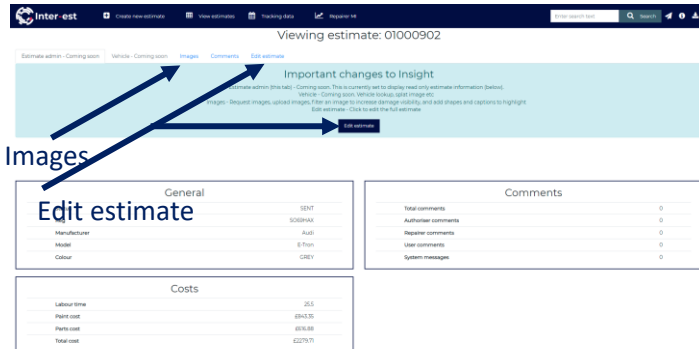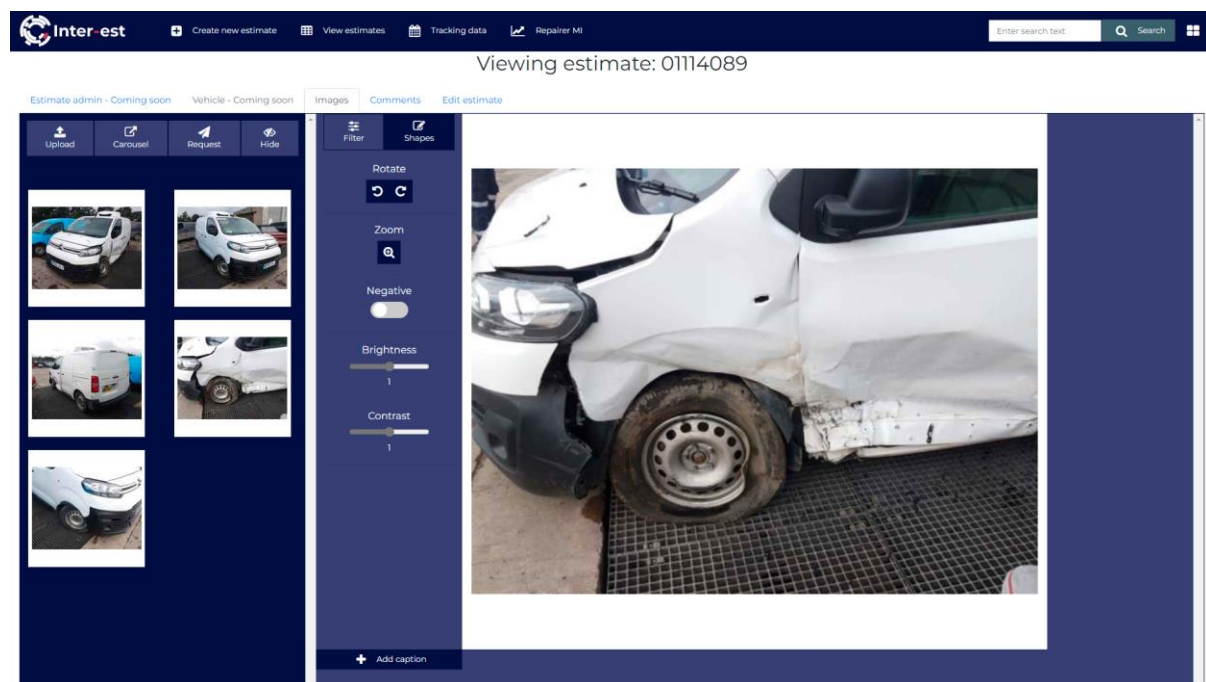# Images

Inter-est have introduced a new Images tab, the old one remains in Vision but will be phased out over time. So now is a good time to get used to using the new one.
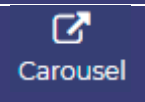
When the Estimate ID is clicked, the following view will be displayed, note the Images tab: -

Clicking on the Images tab displays the following screen. To start editing the estimate, click on the Edit estimate tab or click the Edit estimate button: -

Explanation of icons: - The icons in the left-hand column are for loading and viewing images as explained below: -
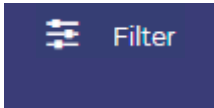
 Upload images to the estimate - this does the same job as the old **Add Image** button in Vision.

 Open images in a pop-up box – this allows scrolling through the images to view them one by one.

 Request images from customer – it is no longer necessary to open the estimate to request images, it has the same basic functionality as found in Vision.
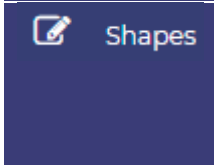
Images

 Hide unwanted images – this is equivalent to deleting as only the repairer can see the hidden images. These images will not appear on any printout.

The icons in the next column are for editing images as explained below: -
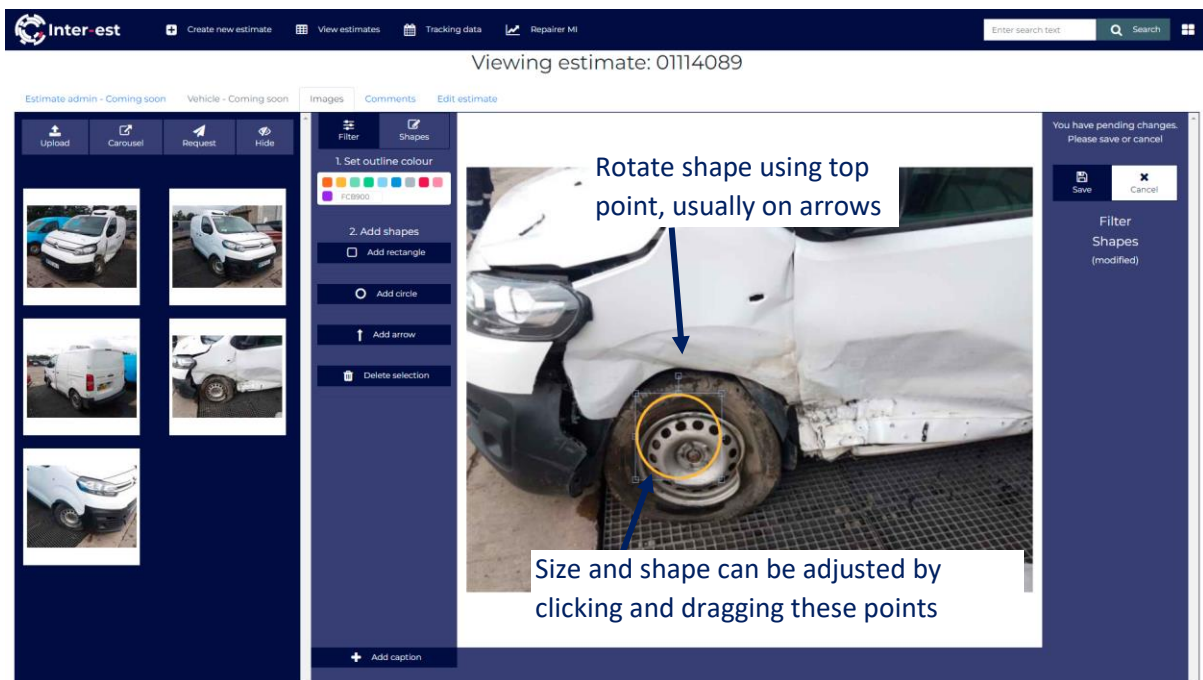
 Filter – Sliders and buttons that allow the appearance of the image to be changed by altering contrast, brightness, or rotation, for example.

 Add shapes (circles, boxes, or arrows) to draw attention to an area, the default colour is yellow. Choose the colour before selecting the shape. Shapes can be moved, rotated, and enlarged or shrunk as needed. To remove a shape, highlight it and click the button.

When an image is modified, Save and Cancel buttons will appear to the right of the image. These allow users to save the changes to the image or restore the image to the previous version respectively.
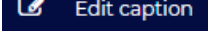
 The following symbol in the corner of the thumbnail indicates that the image has had shapes or adjustments added.
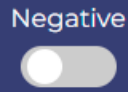
Click on the thumbnail to load the image and the associated shapes and/or adjustments in the central viewing area.

To remove all changes and shapes added to the image, click at the top of the far right-hand column.

As before captions can be added to an image by clicking then entering the caption in box to the right of the button.

Images

Once a caption has been saved, it can be changed by using the **Edit caption** button that will appear in place of the Add caption button. To delete a caption, click Edit caption, clear all the text, and save the changes using the Save button in the right-hand pane.

As with the previous version of images there is a **Negative** button which usually enhances scratches and scuffs, as well as shallow dents.

The Zoom button pops up a separate box, allowing you to zoom in or out using the wheel on your mouse or the slider bar at the top of the image.