

# 你好臺灣 I

*Li - Ho Taiwan*



電子明信片使用教學  
| 中文版 |

我們因應科技發展趨勢，提供電子明信片的服務。現代人除了手寄明信片表達心意之外，更多了電子e化的寄信選擇。搭配如臨實景現場的臺灣美景，讓你無時無刻想問候對方時，便能輕鬆將信息傳遞出去，以雀躍的心情同時同步分享給所有人！如此便利、即時又有趣的電子e卡服務，現在就寄一封試試吧！

## 如何使用電子明信片

放入光碟後會看見「電子明信片」的資料夾  
資料夾中一個景點附有：

**PowerPoint檔 (PPT) 及JPG檔**

步驟如下：

- 1 開啟**PPT**檔置入景點照片、編輯文字
- 2 另存新檔成**JPG**檔
- 3 寄出電子明信片

\*若你的電腦有繪圖軟體，可直接以**JPG**圖檔編輯。

## 步驟一：文字編輯

開啟**PPT**檔“按一下以新增文字”即可開始輸入文字。接下來就能夠自由調整你想要的字體和顏色或置入更多圖案或元件。



## 步驟二：另存新檔

**PPT**完成編輯後，點擊工作欄中的「檔案」→「另存新檔」後，請務必將**存檔類型轉存為JPG**格式。最後你將得到一張**JPG**檔，即是你精心編制後的電子明信片完成品。



## 步驟三：E-mail 寄出

以G-mail為例，請將**圖片直接拖曳**至新增的信件，輸入收件者的E-mail及主旨即可將電子明信片寄出。

\*若你覺得明信片尺寸太小，可點選欲寄出的圖片，此時下方會出現“原始大小”選項，點選後即可避免明信片過小的問題。



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電子明信片-09-南投-玉山-Nanto Yushan.jpg

電子明信片-09-南投-玉山-Nanto Yushan.ppt



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**Instructions of E-postcards**

**| English Versions |**

In response to technological developments today, we now provide E-postcard services. In addition to hand-written and mail-delivered postcards, people now have the additional choice of sending a postcard greeting electronically. The postcards depict breathtakingly beautiful sceneries of Taiwan. Now you can share your joy by sending your E-postcard anytime to multiple recipients in a relaxed and easy way. This is the convenience and fun of instantaneous e-card services. Try sending an e-card now!

## How to Use E-postcard

After inserting the CD, you will see a folder entitled "E-postcard".

One folder contains:

**PowerPoint (PPT) & JPG files**

The steps are as follows:

- 1 Open the **PPT** file scenery photos, edit text
- 2 Save as a **JPG** file
- 3 Send the E-postcard

\*If your computer has graphics software, you can directly edit a JPG file.

## Step One : Text Editing

Open the **PPT** file, "click add text" to start typing. Then you can freely adjust the font and color you want or add more patterns or components.

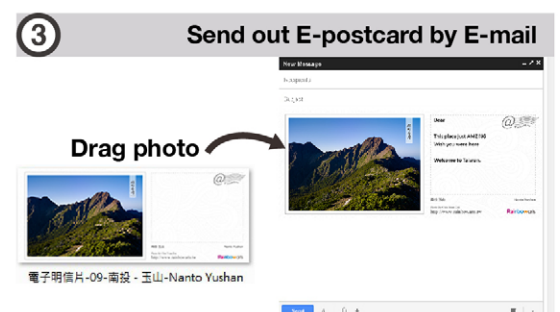
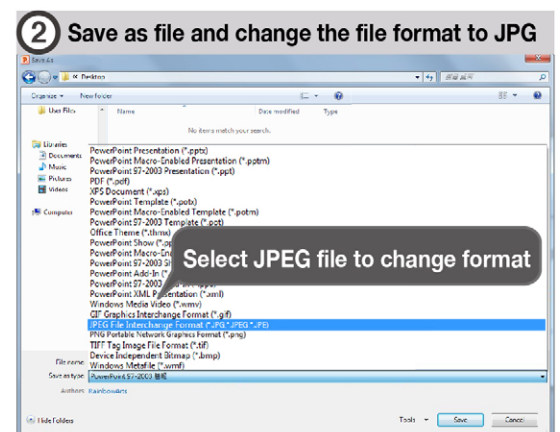
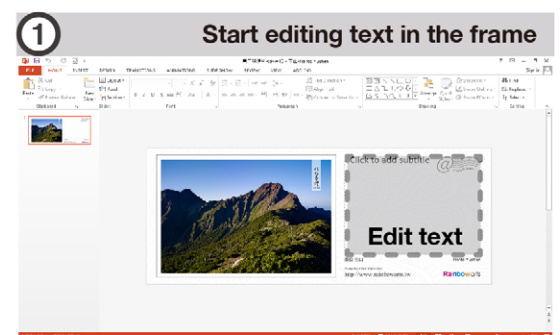
## Step Two: Save as New File

After you finish editing **PPT**, click "File" and "Save As" in the tool bar, and make sure to **change the file type to JPG format**. Finally, you will get a **JPG** file which is the finished product of your E-postcard.

## Step Three: Send Your E-mail

Taking Gmail as an example, **drag the picture directly** onto the new composed E-mail message, enter the recipient's E-mail and subject, and then simply send out the E-postcard.

\*If you feel the postcard size is too small, click on the picture you want to send, and the option of "original size" will appear at the bottom. Click on this to enlarge the size of the E-postcard.



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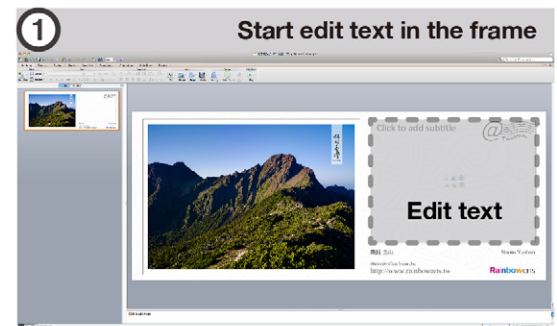
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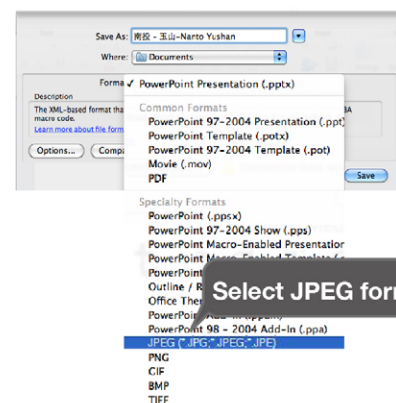
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### ② Save as file and change the file format to JPG



### ③ Send out E-postcard by E-mail

