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## **How to Extract Images from Files**

Sometimes during conversion to .doc format, or when clearing styles, images get lost. On this page you will find instructions on how to extract images from different files.

- Extract images from EPUB files
- Extract Images from PDF Files
- Extract Images from Kindle Files



If you have any questions, post your question on the Alt-Text Q&A

## **How to Crop Images**

Sometimes you will need to crop the images after you extract them. This usually only happens with FXL (fixed layout) titles. More often it happens with books that have a two page spread.

After you extract the files using one of the above methods:

- Open PIXLR in your browser (it's free)
- Choose either option for photo editing and select Launch
- Select Open Image
- Locate file you need to crop and select open
- Use the crop tool to drag the frame to where you need to crop the image.
- Hit Return or Enter on you keyboard
- The image should now be cropped
- Save the image as follows:
  - File name: Name it something you will remember. For example: BookTitle Page01
  - File type: IPG
  - o Quality: High
- Select Download
- Save the file to a new folder for the images for that book. For example: BookTitle Images.
  This way you will have all the files in the same spot and with file names that you can easily understand

Here is a quick tutorial on how to do this: https://somup.com/crX0qX0qlW

Do this for all the images that need cropping. After you are done you can insert the images into the Doc file.

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