

INSIGHT

- **WHAT IS IT?** Insight® is software from Luna Imaging, Inc. that your professor is using to manage, access, use, and present digital images.
- **WHY DO I NEED IT?** Images related to your course are viewable only through Insight.
- **HOW DO I ACCESS INSIGHT?**

There are two versions of Insight available to users on the Yale campus:

Insight browser version

makes image collections available through Internet Explorer. No software installation is required to view lower resolution images with this version, but you may want to download and install the free Mr. Sid Viewer plug-in from www.lizardtech.com to see higher resolutions.

The **browser** version is available anywhere on campus; for off-campus access you need to use Yale PPP or the Yale VPN to access Insight.

Insight client

is written in Java and must be installed on the computer being used. The **client** software allows you to perform searches, organize and group content, create presentations, and view text data relating to images.

The **client** is available on ITS Cluster machines and many Yale Library public workstations. You can also download it to your own computer from: www.library.yale.edu/iso/workstation/insight40.html. You may need to download QuickTime 6.0 to see video clips.

- **DO I NEED A PASSWORD TO USE INSIGHT?** A login and password are required to use the **Insight client** on machines other than those in the Library or ITS clusters. You will receive the password from your professor. If you have lost the login and/or password or otherwise need them, contact the Visual Resources Collection at 432-2443 between 8:30-5:00 pm Monday-Friday.
- **HOW DOES INSIGHT WORK?** When you open Insight you will be in the Group Workspace:

Double-click on an image to bring it into the Image Workspace where images can be manipulated using the Image Workspace Tool



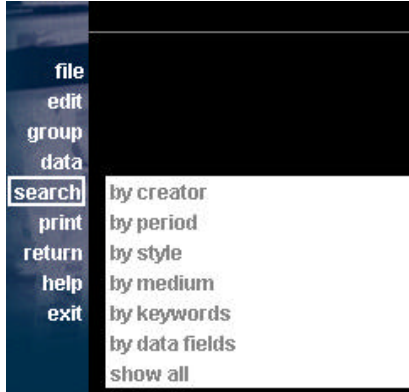
The screenshot shows the Insight software interface. On the left, there is a sidebar with navigation options like 'The client', 'about', 'search', 'print', 'logout', 'help', and 'exit'. The main area displays a grid of image thumbnails under the heading 'Visual Resources Collection'. A text box with an arrow points to one of the thumbnails, stating 'Double-click on an image to bring it into the Image Workspace where images can be manipulated using the Image Workspace Tool'. To the right of the main area is a vertical toolbar containing various icons for image manipulation, such as a mouse cursor, zoom in (+), zoom out (-), pan, rotate, and a 'back' button at the bottom.

See the other side of this sheet for shortcuts and tips.

For FAQs about Insight see: <http://www.library.yale.edu/wsg/insightfaq.html>

GROUP WORKSPACE

Click on each Menu item to see the options offered:



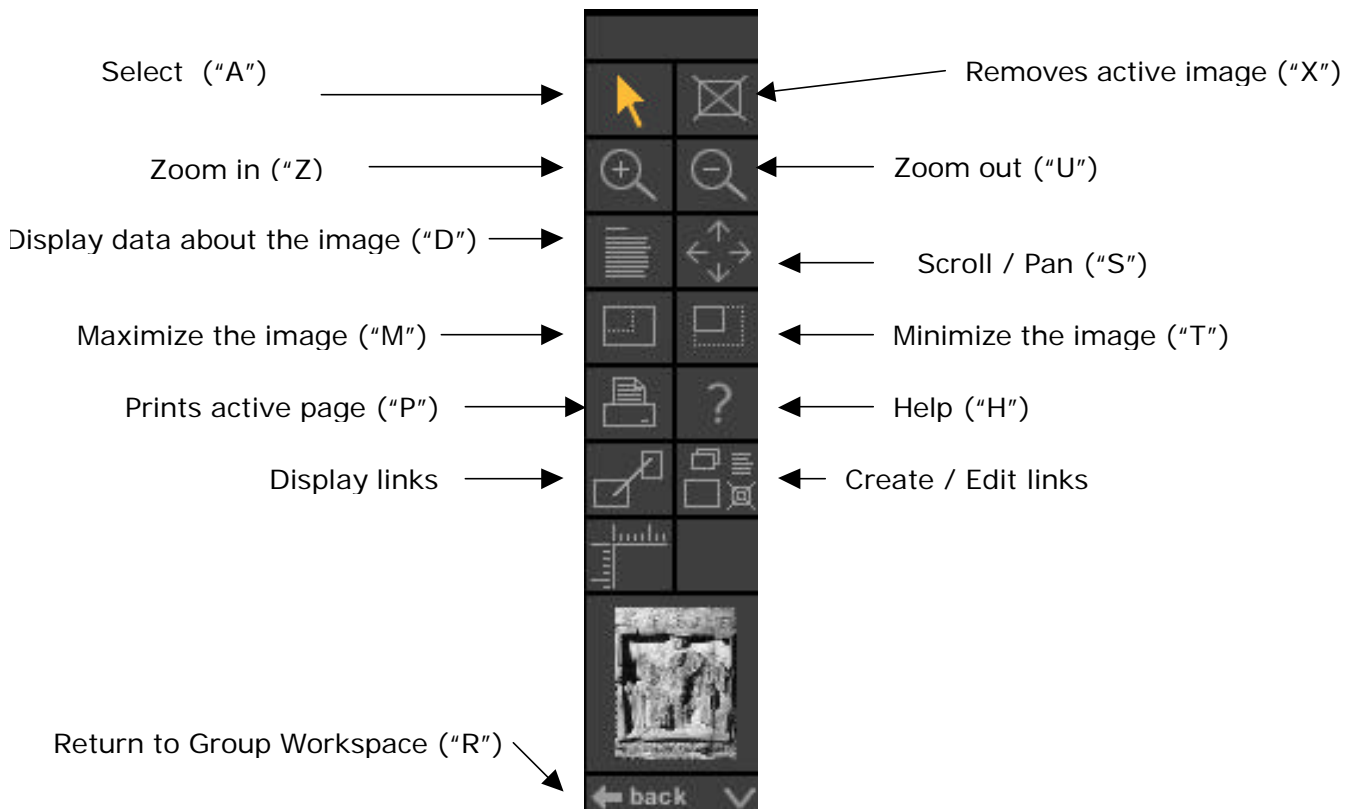
Keyboard Shortcuts

To execute these keyboard shortcuts, you simply type the letter. You do not have to hold down the Control key as with most Windows-based programs.

A	(Opens) <u>A</u> ll images in a group or collection
D	(Opens) <u>D</u> ata window– the description of the image
Del	Deletes images from group
E	(Opens) <u>E</u> dit Menu
F	(Opens) <u>E</u> ile Menu
G	(Opens) <u>G</u> roup Menu
L	Shows selected images only
M	Selects Visible images
N	De-selects images
P	(Opens) <u>P</u> rint Menu
R	<u>R</u> eturn (to Image Workspace from Group Workspace or vice versa)
S	(Opens) <u>S</u> earch Menu
X	Closes active image group or collection

IMAGE WORKSPACE

Click on the icon to execute these operations (or use Keyboard Shortcut indicated in parentheses)



Spacebar: Repeats last action