

Batch Processing Photos in Fireworks MX/MX2004

Batch processing makes it easy to convert multiple graphic files to a different file format (such as .jpg to .png), rename groups of files, or convert a selection of files to the same format with different settings.

VERY IMPORTANT: Before opening Fireworks, place all of the files to be converted into one folder.

1. Open Fireworks MX/MX2004.
2. Go to File > Batch Process.
3. Choose the files to process by clicking on them once and clicking on the Add button. If you want to add all of the files, either click on the folder and click Add or choose the Add All button. Adding a folder will include all valid files into the process, so be certain you want the change made to every file in that folder.
4. Once you have added all the files, click on Next.
5. The next window asks you to pick what actions are to be done to the images selected. Click on the action and click the add button. That action will then be listed in the “Include in Batch” box.
6. Another set of options will be displayed in the lower half of the window relating to the option you selected. For example, adding “Export” displays a pull down menu with a list of file types that the images can be exported as.
7. Click next when you are done selecting options.
8. Fireworks will then ask where you want to save your files and if you want to create a backup. The “batch output” should be “Same location as original file”. Fireworks will create a folder of the original images as a backup in case you do not like the changes that are made. Click on the “Batch” button.
9. You will see a window that says “Batch progress” and the images will appear briefly in the background. Depending on the number of images involved, this should only take a few minutes.
10. When the process is done, Fireworks will display “Batch processing finished normally” in the “Batch progress” window. Click OK.
11. Your new files will now be in the folder you chose. To view them, you can go to File > Open in Fireworks and browse to where they are saved. You will notice the “Original Files” folder if you chose to make a backup. The new images will be displayed in the folder at large.