Welcome to the Image Annotation Tool

In this tutorial, I am going to show you how to navigate the annotation tool, zoom in and out on large images, make an annotation on an image, edit and delete an annotation, read your instructors annotations, change the visibility on your annotations, and collaborate with your fellow annotators.

1. Navigating the Image Annotation Tool:
Each Annotation Activity is divided into 3 parts: Instructions, an Image, and a record of visible annotations.
2. Zoom:

In the upper-left corner of the image, there are two zoom buttons that allow you to zoom in and out on image. If you zoom in too far, you can click the home button to reset the image to a standard view. The full screen button makes the image full screen.

3. Making an Annotation and changing the visibility

First, click on the annotation button in the upper right hand corner. Then select part of an image and hover until the text editor shows up. Type, format, adjust the privacy, and save your comment.
Fruit Symbolism  
1. Type and format your annotation

2. Toggle the Privacy of your Note

3. Add a tags

4. Save your Note
4. Editing and deleting an Annotation:

Scroll down to the Annotation Table and click the “+” sign to expand the annotation.

1. Click the “+” to expand the comment.

Then, at the end of the note you wish to edit click “Edit” to open up the text editor in the image above. Or click “Delete” to delete the note.
5. Reading the Public Annotations of others in the class:
Click the Public tab in the Annotation Table to see everyone’s annotations.

IMAGE ANNOTATION INSTRUCTIONS AND HINTS

Logistics

• If you would like your notes to be private, make sure the box next to “Allow anyone to view this annotation” is not ticked after you make your annotation. Leaving that box ticked will allow others to see your annotations.

• Put boxes only around the part of the image related to your comment. Avoid boxes that are too large; we want to ensure that everyone who would like to comment has space to do so.

• Keep your comments brief. Annotations are notes; if you would like to write an extended comment about an image, please go to the discussion forum.

• If the image has Japanese text and you would like to translate it for other learners, please tag the comment. You can do this by beginning to type “translation” in the “Tags” section of the comment box and choosing the translation the drop-down menu.

Content

• Focus on the image at hand. Comment on specific details in the image that strike you as interesting or important, and then consider what those details might suggest. Refrain from wild speculation or generalizations unrelated to the image itself.

• Think about purpose, message, or meaning. Every illustrator has a purpose in producing an image. What is that purpose? How do we know what the purpose is? What parts of the image serve to convey
that purpose? How does the illustrator convey meaning through the image? How does style create meaning?

• Use your knowledge from the course to inform your interpretation of the image. What do the professors say in their lectures about the images, and how does that influence your viewing?