Caption Pro for Mac User Manual

Version 3.2, September 2021

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Overview of Caption Pro for Mac Capabilities

1. Load single or multiple JPEG images by browsing filesystem, using a scanner or by drag/dropping files or folders onto application. Scans of multiple paper photos can be automatically split into separate images.
2. Sort multiple files by modified date, date taken, file name or file path
3. Change modified date or date taken for files.
4. Remove files from input selection
5. View file metadata
6. Rotate input images before captioning
7. Manually add caption and/or sub-caption text in a caption bar located below a JPEG image occupying a specified percentage of the original image height. Captions can be typed or created from dictation.
    1. Caption and sub-caption font and colour, and caption bar background colour are selectable.
    2. Caption is displayed a continuous, centred text, with font sized to fit text into the caption bar. Sub-caption is displayed as multi-line text with font size scaled to fit image width.
8. Automatically create captions and/or subcaptions for multiple files from file metadata or using specified text.
9. Remove or edit captions and/or sub-captions applied by Caption Pro for Mac.
10. Store captioned images by overwriting original files or creating new files in original image folder or in a specified folder
11. Display loaded images as a slideshow
12. View images in full-screen mode

Caption Pro for Mac will work on Mac operating systems newer than 10.9 (Maverick), but scanner access only works for MacOS 10.13 or newer. Caption Pro for Mac was developed in MacOS 10.15 (Catalina).

Installation, Running and Uninstallation

Caption Pro for Mac can be downloaded from the Aleka Consulting web site as a .dmg file by clicking here. After double-clicking on it, it will offer to move itself to the Applications folder as shown bleo
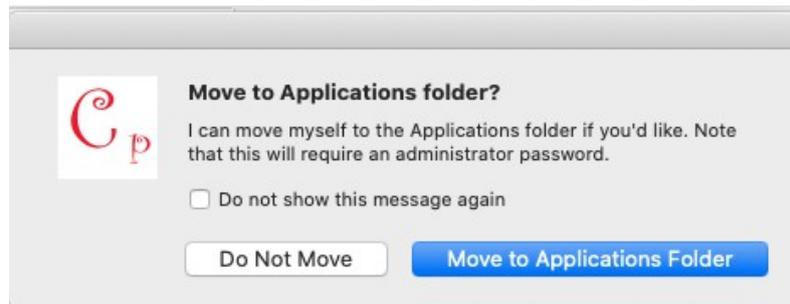
The application will then appear in the Applications folder and the icon will appear in the LaunchPad screen
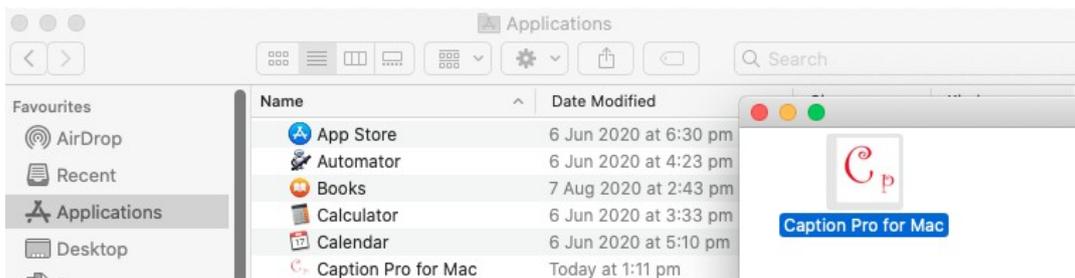
The application can then be started by double-clicking on it in Finder or by clicking on the LaunchPad icon like any other to show the Start screen as it appears in Figure 1.

To uninstall Caption Pro for Mac, drag the icon to the Bin icon at the bottom left of the screen.

First Run and Upgrades

A Demo license, valid for 30 days or 25 captions applied is created the first time Caption Pro for Web is run. Saving a split created from a multi-photo image with ImageSplit consumes one of the available captions. Uninstalling and re-installing will not generate a new Demo license. When this license expires, files cannot be loaded. An operating license can be purchased by clicking the License icon in the application window or License $\rightarrow$ License.. in the menu bar and selecting Buy License. An operating license is valid indefinitely for a particular Caption Pro for Web version and major upgrades can be installed and licensed for 1 year after license purchase. Minor upgrades (where the first two parts of the upgrade string do not differ from the licensed version) may be installed indefinitely. Parts of the version string are separated by periods (.).

Any changes to Preferences will have to be re-applied after an upgrade. After the license period expires, any newer major version installed will not be licensed. License keys can be used on a maximum of 2 CPUs.

Transferring Licenses and Upgrading

If a computer with a licensed version of Caption Pro for Mac installed is replaced, the license key must be re-entered. If the license key is not available, or more than 1 replacement has occurred, contact Aleka Consulting.

If a new version of Caption Pro for Mac is installed to replace an existing installation on a computer, any existing license key will be automatically transferred.

Operating Caption Pro for Mac

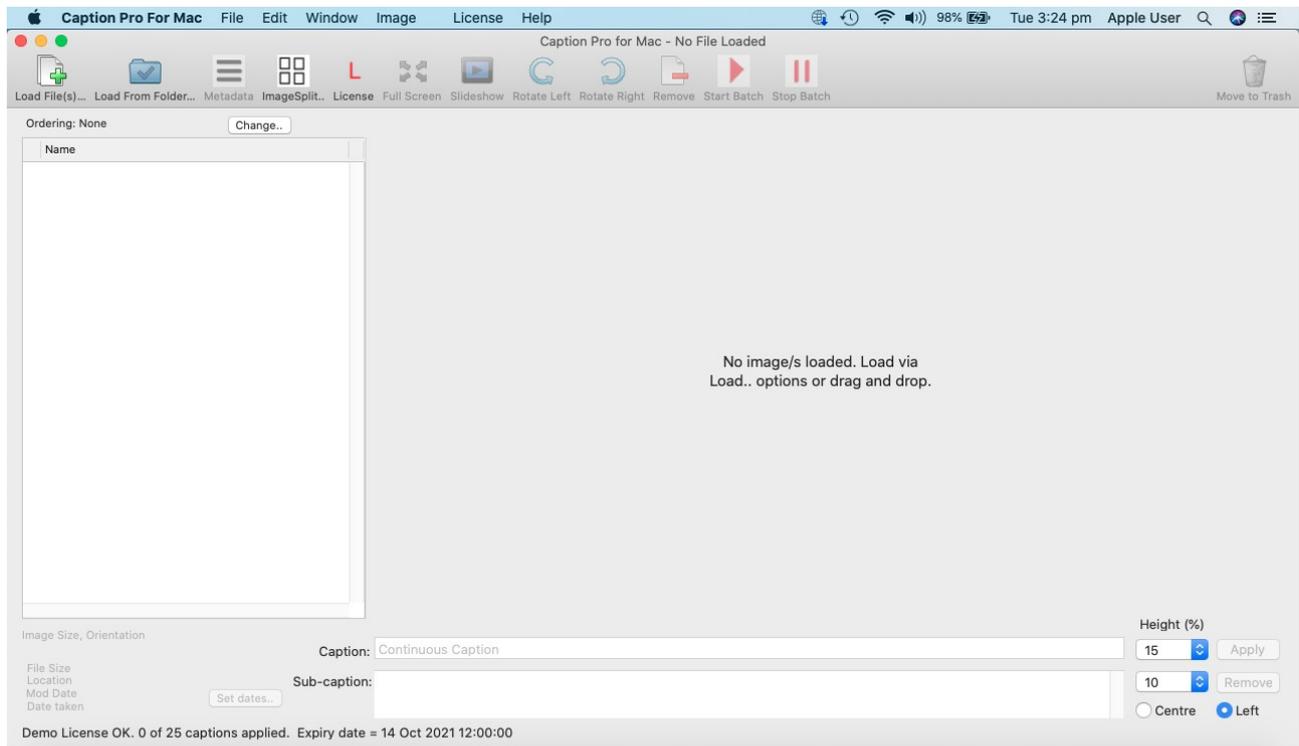After starting Caption Pro for Mac for the first time, the following application screen will appear:

Figure 1: Caption Pro for Mac startup screen

Actions re available as toolbar buttons at the top of the application window, as well as via the menu at the top of the screen..

Like most Mac applications, the application window is separate from the main menu, which is shown below:
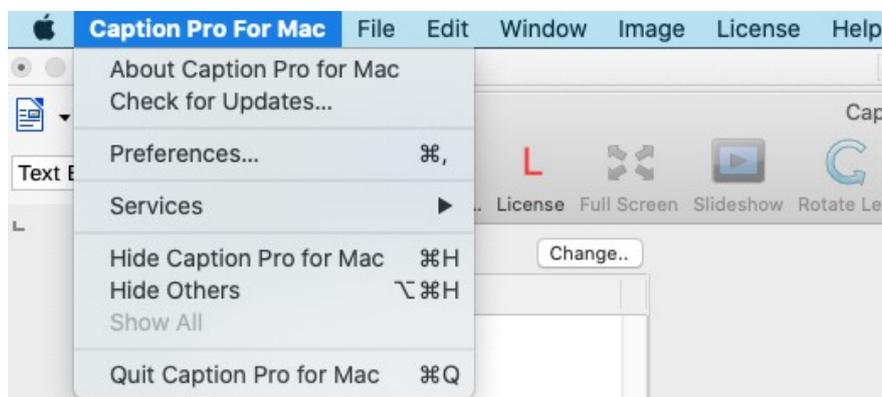
Importing Photos from External Devices

Connecting an iPhone to a Mac allows the iPhone (including photos) content to be backed up on the Mac via Finder. Photos are automatically visible in the Photos Library or albums, but they must be exported to disc to be visible to Caption Pro for Mac. If the external device has a removable SD card, these can be plugged in directly and the content accessed.

Android devices connecting via a USB cable are not detected by Macs unless the free application Android File Transfer is installed. This application displays the content of an Android device as a folder tree but cannot open any files displayed. Files shown by Android File Transfer must be dragged and dropped into a Mac folder to be opened. Files cannot be copied from the application via ⌘-C. Files can also be transferred from a Mac to an Android device in the same way.

Loading Files from Disc

One or more files can be loaded from disc by clicking the Load File(s) toolbar button or selecting from the File menu. Single or multiple files can then be selected. Files and folder content can also also be selected by dragging and dropping onto the application window. Files loaded by drag and drop are added to those already shown in the file list. Load from Folder.. allows selection of all JPEG files in a selected folder or the selected folder and subfolders. Note that when a folder is selected, all the files within the browse screen are greyed out and only subfolders are selectable, but the Open button at the bottom right is highlighted in blue as shown below:
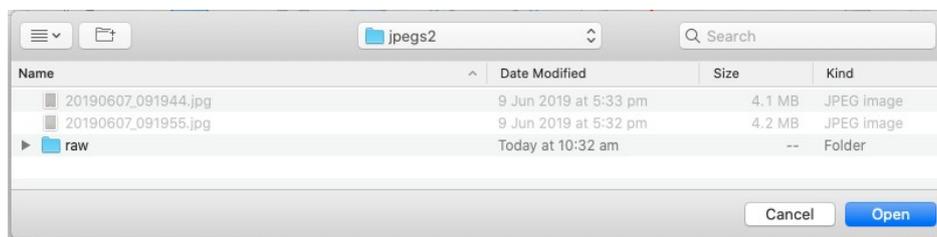
After loading multiple files, the first file in the list is selected and highlighted in blue, with the image displayed.

Although multiple selections can be made (by holding cmd while selecting individual files or selecting a range by files by clicking one file and shift-clicking another), captions can only be added when a single file is selected. Files are listed in the left-hand area of the screen, with the first one selected as shown below. Multiple file ordering can be set in the Preferences screen or by clicking the Change.. button above the file list
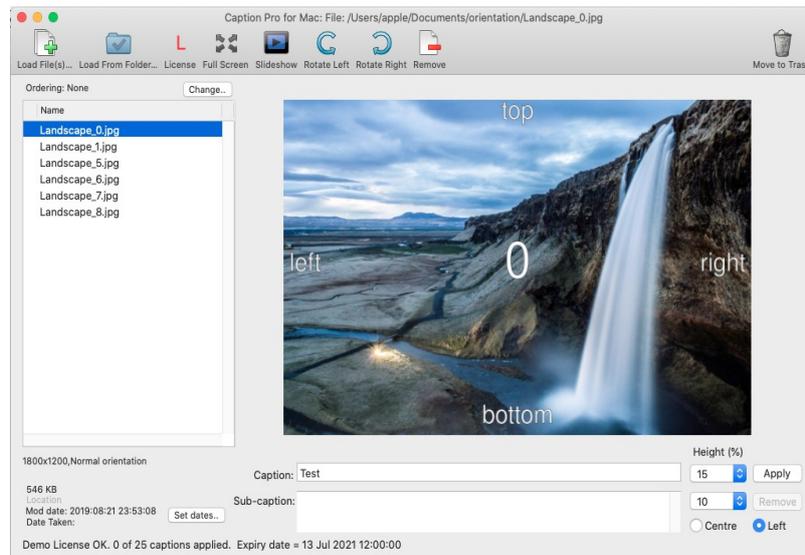
Figure 2: Screen after loading multiple files

The pixel size and orientation and file size for the selected file is shown beneath the file list, together with the file modified date and the date on which the image was taken with the GPS location data if either are present. The full path to the selected file is shown at the top of the screen. The license status is shown at the bottom of the screen. A Demo license is generated by default if none is supplied.

Loading Files from a Scanner

The ImageSplit toolbar item allows Caption Pro for Mac to access scanners accessible to the Mac, and to apply auto-detection of multiple photos placed on the scanner bed. This process is described in more detail in the ImageSplit documentation.

Working with Multiple Input Files

After loading multiple files and/or folders, either by selecting via the File menu options, the toolbar buttons, or by drag and drop from Finder, the file list is shown with the first item in the list selected. If folders are selected, files within sub-folders may optionally be included. Clicking the up or left arrow keys moves the selected file up and clicking the down or right arrow keys moves the selection down, provided that a file is highlighted in blue. Note that if the cursor is in the caption or sub-caption box, the file selection is highlighted in grey and the arrow keys have no effect.

Files can be removed from the file list by highlighted them and clicking the Remove button or the Edit→ Remove from List option. An individual selection can be added to by command-clicking on further files. A range of files can be selected by clicking on one item and shift-clicking on another. All files, including those clicked, will then be selected.

Batch Processing Multiple Files

Captions and subcaptions can be generated automatically using the Start Batch option available in the toolbar, which is enabled whenever one or more files is loaded:
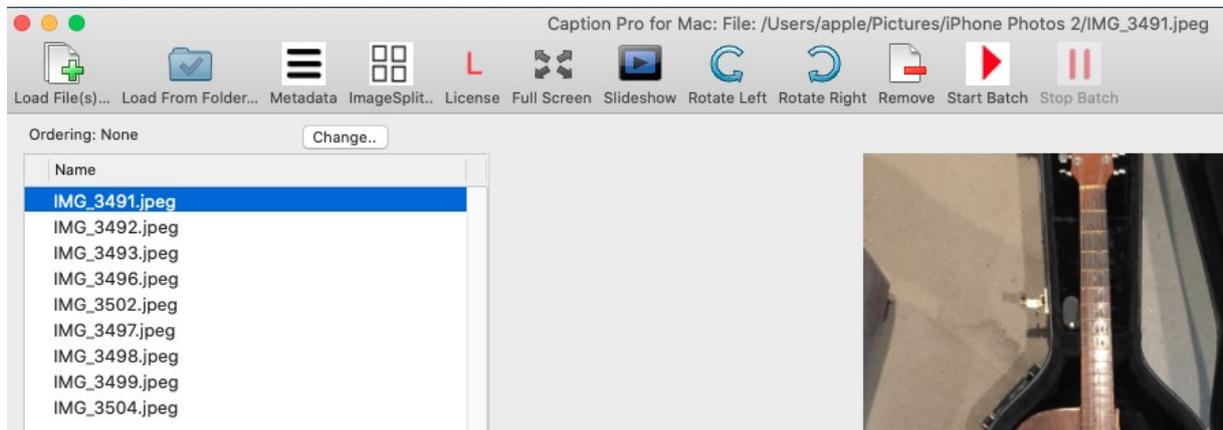
Clicking Start Batch allows processing of all of the loaded images, or a selection of them as shown below, using the parameters defined in the Batch Options tab of the Preferences Screen:
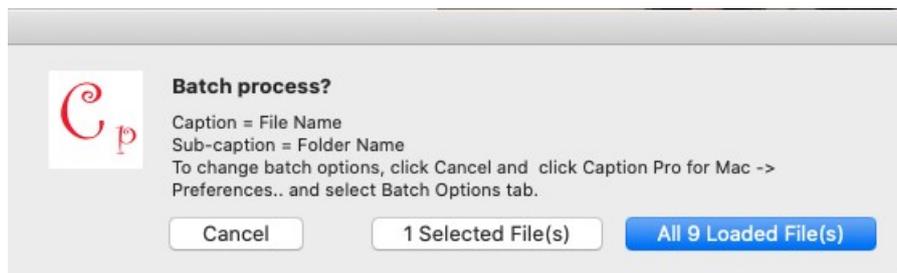
The Batch Options tab provides a number of options for defining the source of caption and subcaption text as shown below:
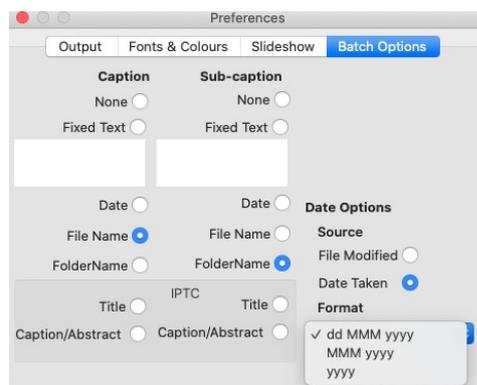

Figure 3: Batch Processing Options for Data Sources

If None is selected as the data source, no data is added. Fixed text allows the addition of the same text to all the processed files. An example of its use might be to caption multiple files as "Italy Holiday 2011". Date allows a date, obtained either from the file Modified date or the date on which

the image was created, in formats selectable from three options. The image creation date may not exist for some images, such as those obtained by scanning paper photos. In this case no caption or sub-caption will be created. File and folder names may also be used as data sources, and any Title or Caption/Abstract text in IPTC metadata, which may be created using Photoshop, Picasa or other programs. Note that the IPTC Title field has the name ObjectName internally. If this data is not present no caption or sub-caption data is set.

Sorting Multiple Files

The order in which loaded files are listed is shown above the file list and can be changed using the Change.. button or in via Preferences. Options are shown below:
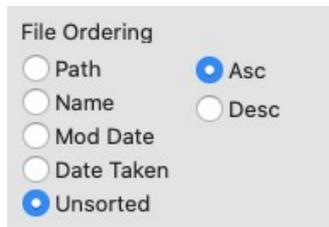
Ordering by Path includes the folder containing the file in the string to be sorted. Date taken is the EXIF Date Time Original metadata field. This field is absent in images not taken from a digital camera, such as images from a scanner. Date metadata can be set for an image via the Set Dates.. button to the right of the date data. Clicking Set Dates.. shows the following screen:
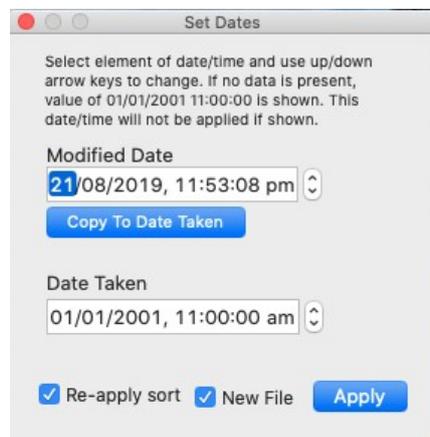
If the Date Taken field is missing, a default date/time as shown above is shown. Any part of the date string can be changed by selecting it and clicking the up or down arrow keys. If New File is checked, the file with changed dates is created as a new file either in the original file folder or in a different folder as specified in Preferences. If it is not checked, the selected file has its dates modified. Setting Date Taken also sets the IPTC metadata fields Date Created and Time Created.

Viewing Metadata

Clicking the Metadata toolbar button (enabled if just one file is selected) shows image file metadata from the EXIF, GPS, IPTC and TIFF groups as shown below:

Figure 4: Metadata from a captioned iPhone camera image

Where a metadata field has multiple values (such as Exif Lens specification), individual values are enclosed in braces. Where a field contains multiple lines (such as Exif-UserComment) lines are separated by the string " ^ ". Fields used by Caption Pro for Mac have their role added in brackets after the field name. They are Exif-CameraOwnerName (Sub-caption), Exif-UserComment (Caption display parameters) and IPTC-CaptionAbstract(Caption). Changing any of these fields in other programs will affect the ability of Caption Pro for Mac to edited captioned images.

Metadata may be much less extensive or not present all for some images before captioning s

Entering and Applying Caption and Sub-caption Text

A caption and/or sub-caption can be defined by entering text into the appropriate text box, or by clicking in the required box and selecting Edit→ Start Dictation and speaking the required text. The percentage of the original height used by the caption and sub-caption is shown in the dropdown boxes beneath the Height (%) label. Caption/sub-caption text is applied with the Apply button and can be removed with the Remove button. Captions can also be applied by clicking return in the Caption box.

The caption text is displayed as continuous text, centred to fit into the area defined by the image width and the selected caption height. For the multi-line sub-caption, the alignment can be either left or centre according the radio button to the right of the box. Sub-caption size is set to fit the longest line into the image width, as shown in Figure 7

Quick Captioning with Multiple Files

Holding the shift key when clicking the Apply button or the return key with the cursor in the caption box will apply the caption and/or sub-caption and display the next image in the list, retaining caption and/or sub-caption text entered for the first file.

Output Files

The output file folder and file name depend on Preferences settings. If Overwrite Existing File is selected, the file name will be the same as the input file, in the input file folder if Original Folder is selected and in the specified Different Folder if that option is selected. Any existing file in that path is overwritten. If Overwrite Existing File is not checked, a bracketed sequence number will be added before the file extension. The default Different Folder is Pictures/Captioned. If the Preferences option for File Name Display is Update When Captioned, the list entry for the file being captioned will be replaced by the output file name, allowing the captioned files in the list to be viewed using the left or right arrow keys. If the default option of using a different folder for the captioned files is selected, with any existing file being overwritten, the file name will not change, but the file height will increase and the orientation will be normal, irrespective of the input file orientation. The Output tab of the Preferences screen is shown below:
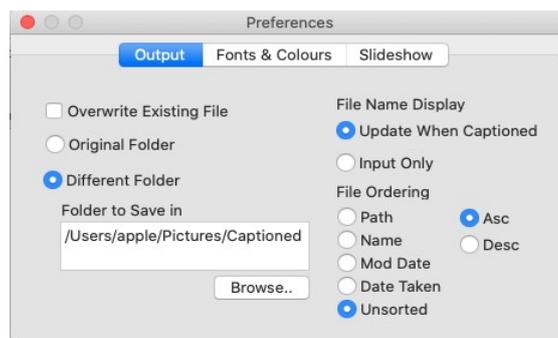
Figure 5: Output tab of Preferences Screen

If the File Name Display is set to Input Only, the file list entry will show the input file only, and using the arrow keys to move through the file list will not show any captions unless the Original Folder and Overwrite Existing options are selected. The figure below compares the display after adding a caption to Portrait_2.jpg using Update When Captioned (top) with Input Only (bottom). User Original Folder is checked and Overwrite Original is unchecked in both cases. Note that the path to the captioned file is shown above the image.
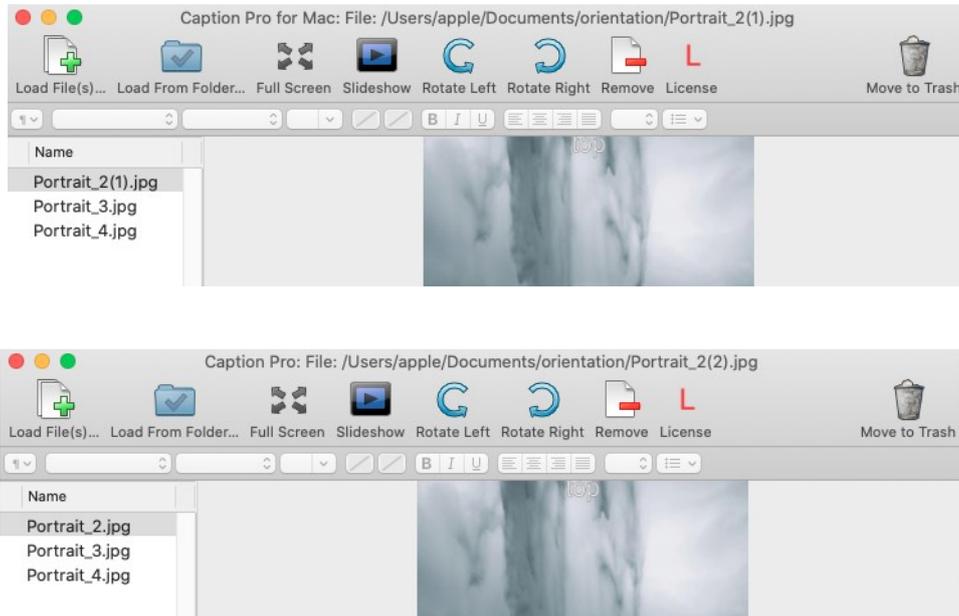
Figure 6: Comparison of Update after Captioning (top) and Input Only modes (bottom)

An example of a full display is shown below:
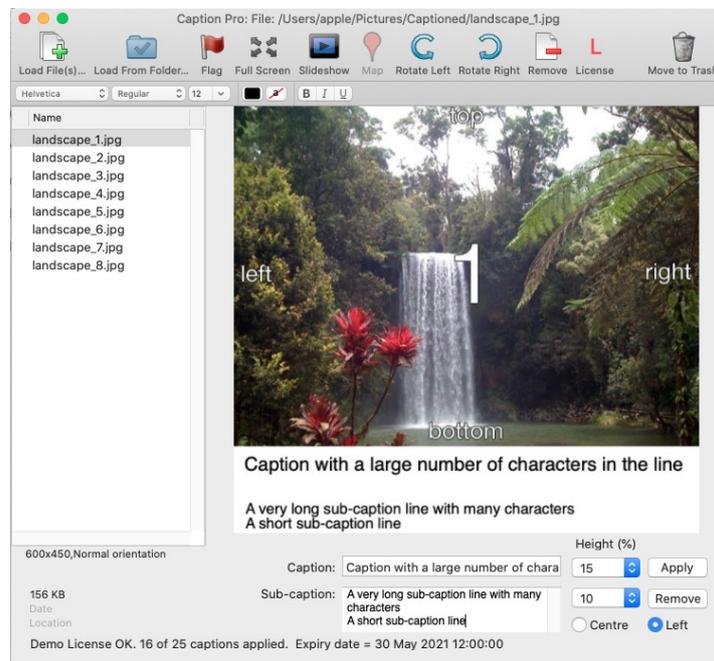
Figure 7: Image with caption and left-aligned multi-line sub-caption applied

The default location for captioned images is in the user Pictures\Captioned, as specified in the Caption Pro for Mac →Preferences screen as detailed in the following section. The captioned file path is shown above the captioned image. Note that the selected item from the list is highlighted in blue if the list control has the focus, and in grey otherwise.

Presentations

Caption Pro for Mac can be used for displaying an ordered series of images either automatically (via the Slideshow option) or manually by selecting the Full Screen option and clicking the forward or back buttons. A common scenario for ceremonial occasions such as birthdays or funerals is to display a set of images, sometimes including scanned and born-digital images. To achieve the desired ordering, the Modified or Date Taken metadata may need to be set for some images.

If a more sophisticated presentation is required, captioned images can be imported into the Mac Photos application as an album, and the album used to create a Slideshow project via My Projects. These slideshows can incorporate background music and a range of transition effects.

Preferences

Preferences for captioned image location, font type, colour and background colour, slideshow and batch processing parameters are set in the Preferences screen, accessed via the Caption Pro for Mac→ Preferences menu item as shown below:
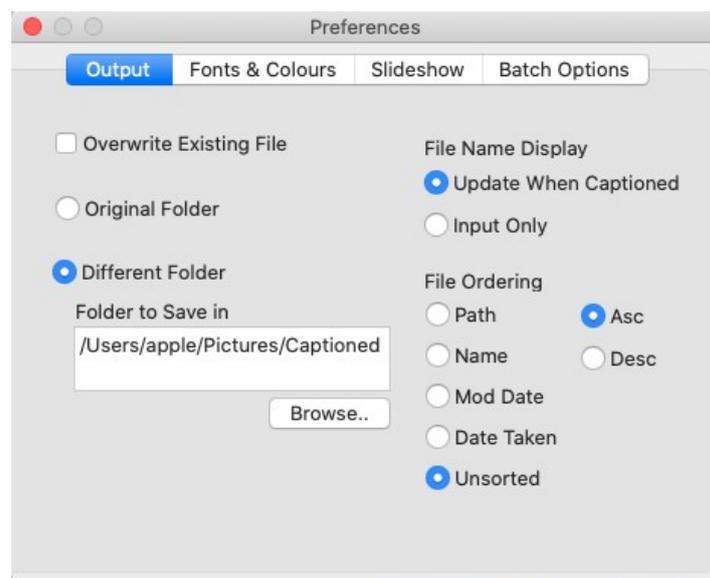
Figure 8: Output tab of Preferences Screen

Captioned output can be saved in the original folder (containing the input file) or a different folder. The default is to use a different folder as shown above. If Overwrite Existing File is checked, any existing file with same file path is overwritten by the captioned file. If it is unchecked, a sequence number is added before the file extension for each captioning action. If File Name Display is set to Update When Captioned, the file list entry is updated to show the captioned file name and the arrow keys can be used to display the captioned files. Note that the file name of the captioned file will be the same if there is no existing file at the path. If File Name Display is set to Input Only, only input file names are shown in the list, and the arrow keys will display only the input files.

 The sort order for multiple files is shown in the File Ordering area.

Font types, colours and background colour can be set on the Fonts and Colours tab:
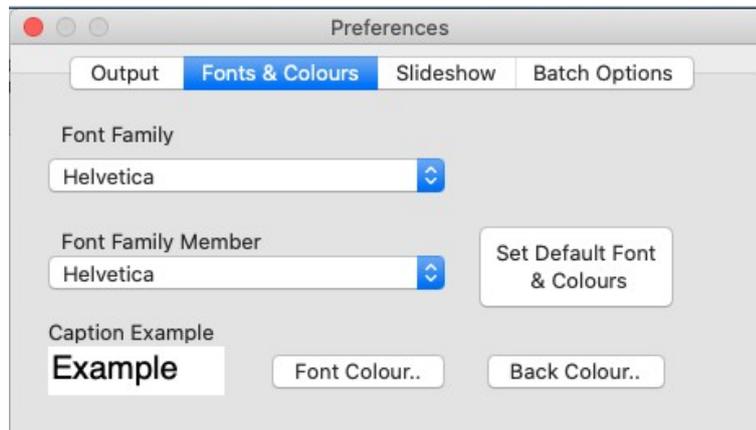
Figure 9: Fonts and Colours Tab of Preferences Screen

The font family is set in the top combo box, and the family member by the lower one. An example of how the caption will appear is shown in the bottom left. Font colour and the colour of the background can be set by the respective buttons. The Set Default Font & colours sets the font to Helvetica, the background colour to white and the font colour to black.

Slideshow options are set in the Slideshow tab:
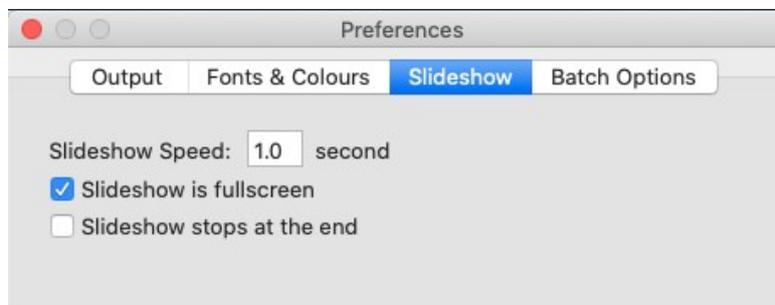
If full screen mode is being used command-S will toggle slideshow operation. Clicking Escape will stop the slideshow. The Preferences Slideshow Stops at End checkbox controls whether the slideshow loops back to the start after reaching the end, and the Slideshow Speed setting determines how long each slide is shown for.

The Batch Options tab provides a number of options for defining the source of caption and subcaption text as shown below:
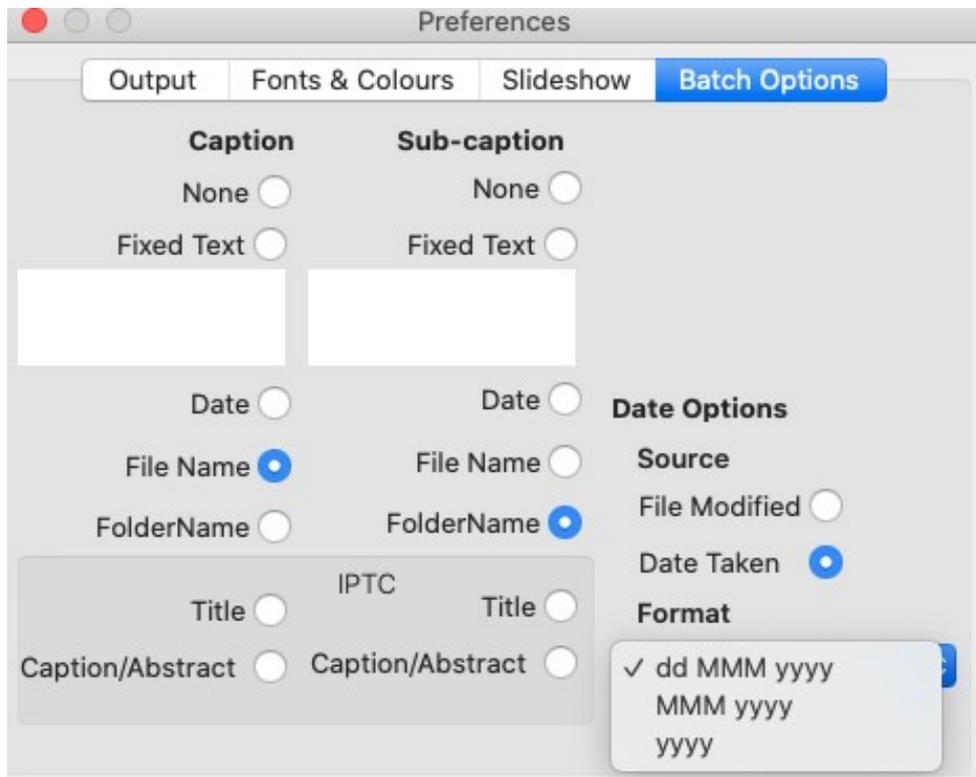
Figure 10: Batch Processing Options for Data Sources

If None is selected as the data source, no data is added. Fixed text allows the addition of the same text to all the processed files. An example of its use might be to caption multiple files as "Italy Holiday 2011". Date allows a date, obtained either from the file Modified date or the date on which the image was created, in formats selectable from three options. The image creation date may not exist for some images, such as those obtained by scanning paper photos. In this case no caption or sub-caption will be created. File and folder names may also be used as data sources, and any Title or Caption/Abstract text in IPTC metadata, which may be created using Photoshop, Picasa or other programs. Note that the IPTC Title field has the name ObjectName internally. If this data is not present no caption or sub-caption data is set.

Toolbar Buttons

Common operations can be performed using the labelled buttons at the top of the application screen as shown below:

Button Label	Action
Load Files..	Load JPEG files selected from a browse screen
Load From Folder..	Load JPEG files contained in a folder or a folder and sub-folders
Metadata	Show selected file metadata
ImageSplit	Show scanner interface for splitting scans of multiple photos
License	Enter License key
Full Screen	Display only the image using as much of the screen as possible. Useful for slideshows. Click esc to leave full screen mode. The right and left arrow keys can be used to move between slides.
Slideshow	Start or stop a slideshow. If full screen mode is being used command-S will toggle slideshow operation. Clicking Escape will stop the slideshow. The Preferences Slideshow Stops at End checkbox controls whether the slideshow loops back to the start after reaching the end, and the Speed setting determines how long each slide is shown for.
Rotate Left	Rotates the image 90 degrees to the left. Needed if image rotation flag is missing or incorrect.
Rotate Right	Rotates the image 90 degrees to the right. Needed if image rotation flag is missing or incorrect.
Remove	Remove selected items from the file list.
Start Batch	Start batch processing using settings defined in Preferences→ Batch Settings
Stop Batch	Stop batch processing
License	Shows the license entry screen.
Move to Trash	Removes selected items from the file list and places them in Trash.

Menu Items

Caption Pro for Mac Menu items are as follows:

Top Level Item	Item	Action
Caption Pro for Mac	*About Caption Pro for Mac*	Display credits
	Check for Updates	Not implemented
	Preferences..	Show screen to select modes of operation and operation parameters
	Services	Show other diagnostic programs – of interest only to developers
	Hide CaptionPro for Mac	Hide the application
	Hide Others	Hide all other application windows
	Show All	Show all application windows
	Quit Caption Pro for Mac	Close application
File	*Load File(s)..*	Browse for JPEG files to load
	Load File(s) in Folder..	Browse for folders containing JPEG files to load
	View Metadata	Show metadata for selected file
	ImageSplit	Show Scanner Interface
	Close	Close the application
Edit	*Paste*	Paste clipboard text into caption or sub-caption boxes
(only enabled when caption or sub-caption has focus)	*Copy*	Copy text from caption or sub-caption boxes
	Cut	Cut text from caption or sub-caption boxes
	Start Dictation	Enable creation of captions or sub-captions from speech
	Emoji & Symbols	Show selection of emojis and symbols. Selection adds to caption or sub-caption.
Window	*Minimize*	Minimize the application window
	Zoom	Resize the application window to fill the display
	Tile Window to Left of Screen	Show all running application windows as separate tiles, with the application window on the left.
	Tile Window to Right of Screen	Show all running application windows as separate tiles, with the application window on the right
	Start Slideshow!	Start running the slideshow
	Enter Fullscreen	Show only the image at the maximum possible size
	Exit Fullscreen	Leave full screen mode (esc button is the keyboard shortcut)
	Toggle Fullscreen	Toggle full screen mode (option-command-F)
	Bring All to Front	No effect
	Last Item	Window Title – initially No File Loaded, after caption

		applied, path to displayed file
Image	*Rotate Left*	Rotate image 90 degrees to the left
	Rotate Right	Rotate image 90 degrees to the right
	Reveal in Finder	Show image selected from list in Finder
	Remove from List	Remove select items from list
	Move to Trash	Remove select items from list and move files to Trash folder
License	*License*	Show License purchase and entry screen
Help	*Search*	Search the menu items
	ImageSplit User Manual	Show the ImageSplit user manual (as PDF file) – can be printed
	Caption Pro User Manual	Show the Caption Pro for Mac user manual (as PDF file) – can be printed
	Support	Find and mail support log file, contact Aleka Consulting

Appendix

File Metadata Storage

Caption Pro uses the following metadata fields for storage in order to allow editing of applied caption text:

Metadata Group	Field Name	Use
EXIF	UserComment	Storage of image height before captioning, caption and subcaption height as percentage, sub-caption alignment
	CameraOwnerName	Sub-caption text (including line breaks)
IPTC	CaptionAbstract or Caption/Description	Caption text

If data is present in either EXIF/CameraOwnerName or IPTC/CaptionAbstract it will be shown in the respective fields when the file is loaded.