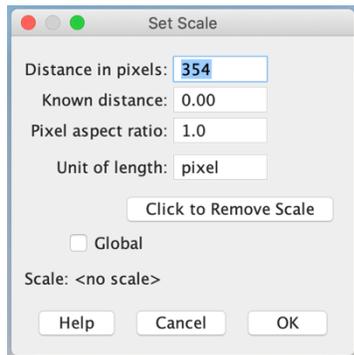
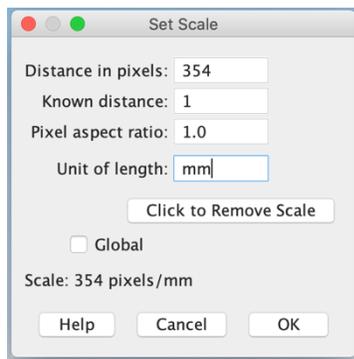


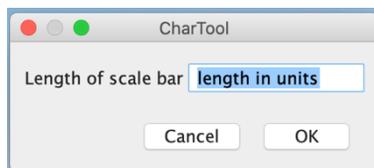
Setting the Scale in CharTool Version 3.2



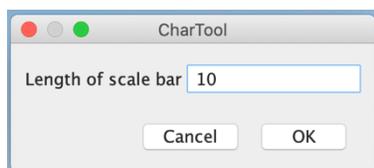
Step 1: Follow instruction to draw line of a known distance and click ok. The set scale dialogue will appear with the length of the line in pixels auto filled in the top box.



Step 2: Fill in the “Known distance” box with the actual length of the line. For example, if the line is tracing a 1mm scale, enter “1” here. Additionally, enter the units of the known length in the “Unit of length” box. For example, “mm” was entered for 1mm.



Step 3: After clicking ok and indicating that a digital scale bar should be visible in the image, this dialogue will appear. Enter the length of the scale bar you would like to have in the image. The global scale is already set for CharTool, so this is just asking how long, in the set units, the scale bar should be. Choose an appropriate scale for your project.



Step 4: Enter only a number, with no units, into this dialogue box. The units were already set in step 2. If you enter units, it will cause an error. After clicking ok, the scale bar should appear in the bottom left side of the image.