Box within a Box   (using Photoshop Elements)

Initial set-up	Open Adobe (Elements 5) and for the simple approach. Choose "Create Album Pages" – this gives a range of options for overlaying pictures.
	Select a size 8.5" by 11", Layout – "1 Landscape", Theme – "No theme", do not check the additional options
	Select the background layer – this is called "Layer 0". No need to rename this. This layer can now be resized to 1024 X 768. Image/Resize/Image Size.
	Make sure *Resample Image* is checked and *Constrain Image* is unchecked. Type 1024 and 768 into the *Pixel Dimension* boxes. Press OK and watch the file size shrink
	To reset the size of the box within the box, click on the layer containing said box – this is called No theme 1. Now click on one of the corners of the grey box where the image will be added.
	To resize the box – to create a letterbox effect, alter the width to say 110% and 50% having unchecked the *Constrain Proportions* box. The new box will be in the centre. Accept that new shape if you are happy.
	There should be an equal space on either side of the box and you will want to maintain these. To move the box up or down, use the top and bottom margins and shift to the required location. Note that the Height dimension will change as you move the margins.
	The initial set-up is complete and you should now save and even back-up the effect for future use.
New background	Open the image that you would like to use as the back ground. This will show as the working layer so now click back to the original file. Highlight Layer O
V (Move tool)	Press V to switch to move tool and then drag newly opened picture on top of original – original will appear as a new layer with the name of the new background image
	Resize the new background image as required and then accept this when you are happy. Save again (just in case)
Images for the letterbox	Open the various images you plan to use – it is quicker if these are done as a batch. Click back to the original file. Apply a grid View/Grid
	Add first picture to the letterbox by dragging it in from the bottom. Stretch and resize the image to give the desired effect (the grid is very good for levelling up the horizon – rotate if needed. Accept the image once you are happy. The layer will be named "No theme 1"

	Duplicate the layer called "No theme 1" You will need to name this whatever you want – say "Layer 2"
	Having highlighted/selected "Layer 2", right click the mouse on the letterbox image and select **Clear Photo**. Now drag your next image into the sequence into the box and resize as described above.
	Carry out the above two steps for every image you want to include. Once finished, deselect the grid.
The sequence	Select the layers needed for the first image – say the background only. Save this as a JPEG.
	Now select the second image in the sequence – say the background plus the first letter box image. This can be saved as a JPEG but do consider the following: • Reduce the Opacity of the background to 65 to 75%, as this makes the letterbox image stand out. • Consider adding Artwork or Effects to the letterbox images – specifically a frame – for example a white 10px frame works well (although 5 px might be better)
	If you are going for a complex sequence of images, you might want to add colour hues to the background. You might even want to change the background – a nice effect of a dissolving background with dissolving letterbox images within that.