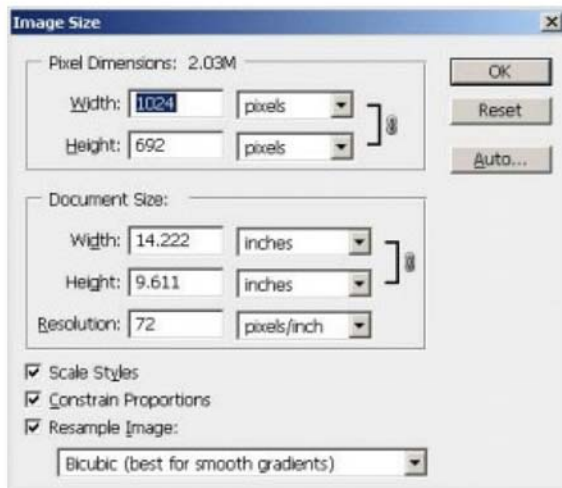


How to Resize and Save Images in Photoshop for Projected Image Competitions

1. After you have made all your adjustments, added borders etc. and you are happy with your image, in Photoshop go to Image -> Image size. The Image size option box will appear.



Photoshop Image Size Dialog Box

2. Ensure the "Resample Image" and "Constrain Proportions" check boxes are ticked

3. Go to the "Resolution" box and set the resolution to between 72 and 100. 72 is normally fine for screen projection.

4. Remember that your images must not be more than 1024 pixels wide or 768 pixels high. If your image is in "Landscape" mode, set the width in the "Pixel Dimensions" box to 1024. If it is in "Portrait" mode, set the height to 768. This will change the height or width (depending on which mode you are working in) to maintain the aspect ratio.

5. If you are working in "Landscape" mode, and the new image height is less than 768 pixels you don't need to do anything else. If it is more than 768, change the height to 768 and let Photoshop set the width. (If you are working in "Portrait" mode the width will always be well below the maximum width)

6. Click O.K.

7. Go to File -> Save As

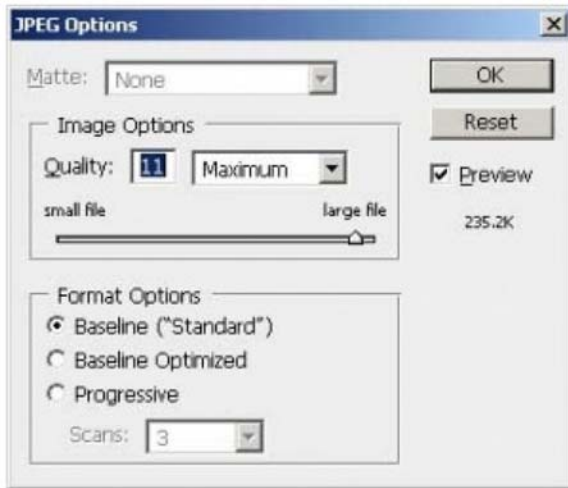
Important: don't just go to "Save" because you will overwrite your original high resolution image and you won't be able to get it back

8. Name your file according to the file format for club competitions.

9. In the Format box make sure the format is JPEG. If not, select JPEG from the drop down list.

10. Chose the Folder you want to save the file into (I use a special "Competition Entries" folder) and click **Save**.

11. In the In the JPEG Quality Options box whic appears, move the slider until the number on the right is around (but no more than) 250kb.



Adobe Photoshop JPEG Options

12. Click O.K.

Congratulations, your photo is now the correct size and ready to submit.