

# PREPPING *for* PRINT

Making sure your photos are large enough for the pages of *Artful Blogging*.

*What you need to know:* Computer screens and printed magazine pages have different requirements when it comes to image resolution. A photo that appears to be huge on your monitor, may in fact be only a couple of inches wide when printed on paper.

*So how can you tell if your images are large enough?*

This guide will walk you through the process of converting your images to 300 pixels/dots per inch (ppi or dpi), the desired resolution for print. Once you change the resolution, you'll be able to see image dimensions (in inches, cm or mm) that will give you an accurate idea of how large your photo will be when printed on paper. Please refer to the table below for our requirements.

*What you will need:* Aside from your digital photo file and your computer, you will need image editing software. To get started, select one of the three programs on the next page — choose according to your operating system and/or what is available to you.



## IMAGE REQUIREMENTS

	WIDTH	HEIGHT	RESOLUTION
<i>Preferred for articles</i>	8.5"	11"	300 PPI
<i>Minimum for articles</i>	4"	6"	300 PPI
<i>Preferred for banners</i>	6"	ANY	300 PPI

## TIPS & TROUBLESHOOTING

*I've followed the steps shown on the next page, and determined my photo is too small to meet your requirements. What can I do?*

Unfortunately we can't enlarge a small photo without compromising image quality. We can work with it to an extent, but it needs to be as close as possible to the preferred sizes above.

If you're working with an image you pulled from your blog or Flickr account, go back to the image file that came straight off the camera — perhaps in the process of editing and uploading the image was inadvertently resaved at a smaller size.

*Can I use image editing software that isn't mentioned in this guide?*

Yes. However not all image editing software has the capabilities you will need. Check to see if your favorite image editing program has an image resizing dialogue box similar to those shown on the next page. It is important that it displays resolution (dpi/ppi) and dimensions (height and width, in inches and pixels).

*What are some possible reasons my photos are too small?*

First take a look at your camera settings. Most cameras have

different photo quality options (usually small, medium or large) that determine the size of the photos they output. In general it's a good idea to use the largest setting.

Next take a look at how you are storing and editing your photos — especially if you use sites on the Internet for either of these needs. Get informed about how the sites you use resize and alter your photos. For example, a free Flickr account will not store your original, high-resolution image, but only smaller web-friendly versions of the photo (not

adequate for print).

Similarly, the Picnik photo-editing site, is set to automatically resize a large photo to make editing over the internet a faster experience.

In some cases there are ways around these issues (for example, a Flickr Pro account will save the original photo you upload from your computer), but the takeaway here is the importance of getting educated about the tools you are using. Read the FAQ section on your favorite photo sites, and test things out yourself by using the process on the next page.

# PREVIEW

### Getting the Software

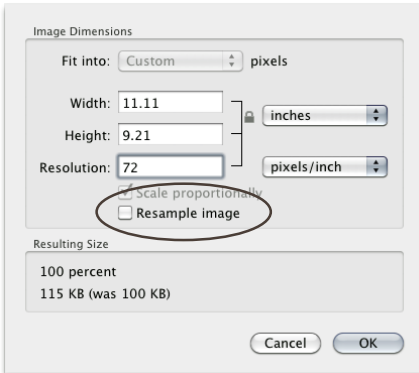
Preview comes standard on Macs. Find it in the Applications folder or using the search bar.

### Instructions

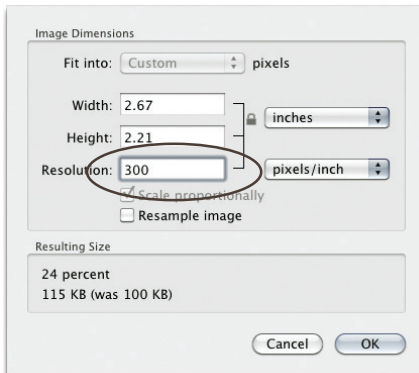
Open Preview, then go to File>Open and select your image. Now go to Tools>Adjust Size. A box will open:



If the resolution box already reads 300 ppi, you're done — just compare the image dimensions with our requirements (listed on Page 1). If the resolution is lower than 300 ppi, read on.



First **uncheck the Resample Image box**. This is the most important step.



Now type "300" into the Resolution box. The width and height dimensions should change. Take note of these dimensions and compare them to our requirements on Page 1. Click OK, then save your photo.

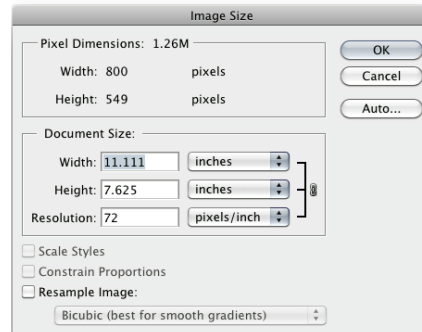
# PHOTOSHOP

### Getting the Software

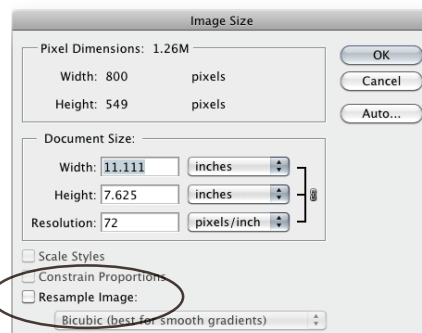
This is a good option if you already own Photoshop or Photoshop Elements; this program does not come standard and must be purchased, however it is widely regarded as the best photo-editing tool.

### Instructions

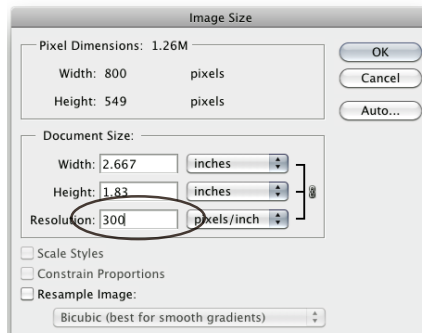
Open Photoshop, then go to File>Open and select your image. Now go to Image>Image Size. A box will open like the one below.



If the resolution box already reads 300 ppi, you're done — just compare the image dimensions with our requirements (listed on Page 1). If the resolution is lower than 300 ppi, read on.



Make sure the **Resample Image box is unchecked**. This is the most important step.



Now type "300" into the Resolution box. The width and height dimensions should change. Take note of these dimensions and compare them to our requirements on Page 1. Click OK, then save your photo.

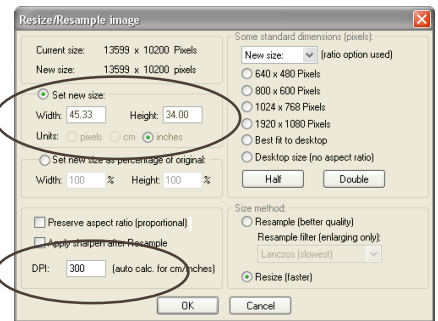
# IRFANVIEW

### Getting the Software

Irfanview is free image editing software for PCs that must be downloaded and installed on your computer. Go to [irfanview.com](http://irfanview.com) to download.

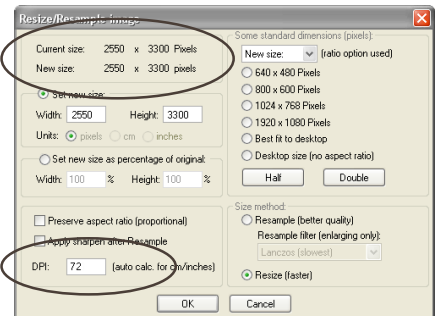
### Instructions

Open your photo in Irfanview. Select your image, then go to Image>Resize. A box will open like the one below.



Due to this program's capabilities you will not be resizing your photo, but merely viewing and interpreting the information displayed in the dialogue box above.

First find the field labeled DPI. If the box reads 300, great! Tick the circle for Set New Size," and then tick the box for inches. Do not change any of the values, simply compare the dimensions, in inches, to our requirements on the preceding page. Then click Cancel and close your file.



If the DPI box reads 72, you'll need to look at the top right of the dialogue box where it displays Current Size in pixels. At 72 dpi, your photo ideally needs to be about 2550 pixels by 3300 pixels (or larger). If your photo is close to these pixel dimensions, we'll be able to convert it to print resolution for you (300 dpi) and print it as a full page (8.5 by 11 inches). There is no need to change any of the values, simply click Cancel and close your file.