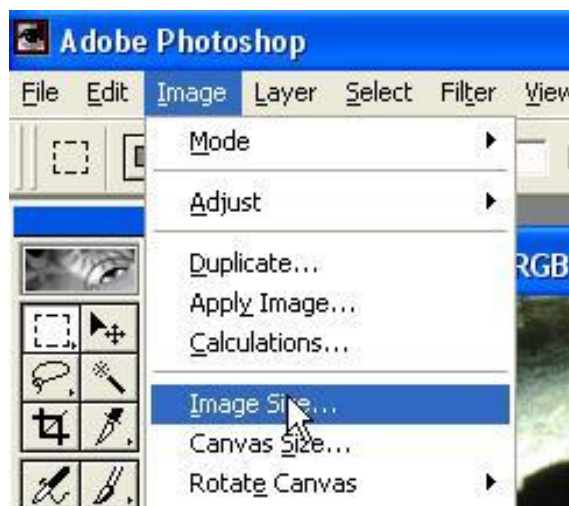


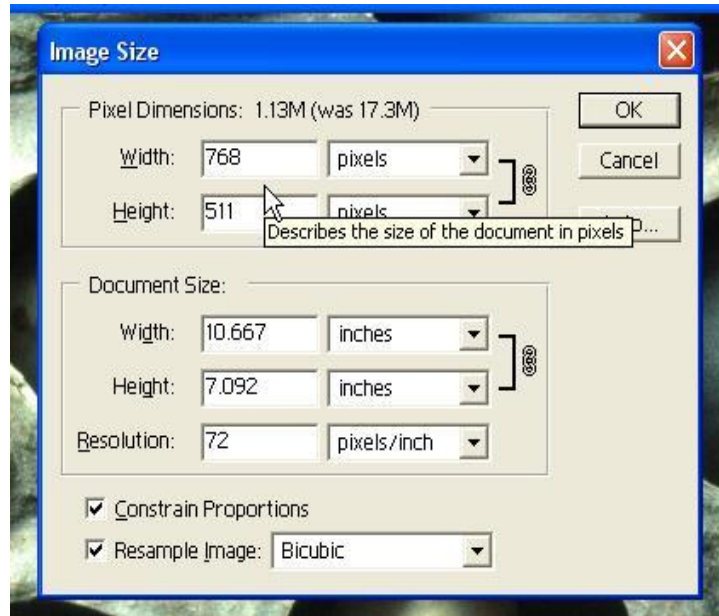
RESIZING AND RENAMING DIGITAL IMAGES USING PHOTOSHOP

1. First, determine the location of the picture you wish to resize/rename. Is it on a cd-rom, on the computer hard drive or on your camera's media card? If necessary, you might need to use "MY COMPUTER" on your desktop to locate the picture file. Make note of the location.
2. Open your editing software. I use Photoshop 6.0 (your version may be different).
3. Select **FILE**, then **OPEN...**



4. Once the file is opened, select **IMAGE, IMAGE SIZE**. Enter the size for the longest dimension, either **WIDTH** or **HEIGHT** as 768 **PIXELS**. Be sure the three boxes on the bottom of the menu are checked: **Constrain Proportions and Resample Image**. Under Resample Image, be sure it is set to **Bicubic**.





Click on OK

5. To **RENAME** the image, select **FILE, SAVE AS**.



- At the **SAVE AS** pane, enter the name you want for the image and click on **SAVE**. The image will be saved in the same directory it was opened from unless you opened the file from a cd-rom, in which case you may need to specify a different directory for saving the image file.

