

Sizing Photos for Competition

The maximum dimensions for CGSC Competitions are **1400 pixels** on the **horizontal** side by **1050 pixels** on the **vertical** side. The **maximum file size** for a competition image is **1 MB**. These dimensions and file size are acceptable when viewing on a screen, but are low resolution for printing. Before sizing your photo for competition, save it one last time at full size.

These general directions are intended help you resize your photo to the correct dimensions and file size for competition within our club using Photoshop Elements, Photoshop CC or Lightroom.

PHOTOSHOP ELEMENTS

Under the **IMAGE** tab, use the drop down menu to highlight **RESIZE**; then select **IMAGE SIZE**.

At the bottom of the pop-up box, check the box **RESAMPLE IMAGE**. In the box labeled **PIXEL DIMENSIONS**, place the number **1400** in the box for **WIDTH** if your photo is a landscape or horizontal image **OR** place the number **1050** in the box for **HEIGHT** if your photo is a vertical or portrait oriented image. Since your photo dimensions are linked, do **NOT** place numbers in **both** the Width and Height boxes as this could distort your photo. Click **OK**.

Now save your photo for competition. Under the **FILE** tab, select **SAVE AS**. In the pop-up window that appears, choose the folder or location where you want to save your image. Under **FILE NAME**, enter a different name for your competition image so that you won't lose the resolution of your original image. In the **FORMAT** drop down menu, select **JPEG**. Click **SAVE**.

In the **JPEG OPTIONS** pop-up menu, check the box **PREVIEW**. Under the **IMAGE OPTIONS**, move the slider until the number below the word Preview is **1000 K** or less. Click **OK**.

PHOTOSHOP CC

Under the **IMAGE** tab, select **IMAGE SIZE**.

Set the units to **PIXELS** on the drop down menu. If your photo is a landscape or horizontal image, enter **1400** for pixels next to the **WIDTH** **OR** if your photo is a vertical or portrait oriented image, enter **1050** for pixels next to the **HEIGHT**. Since your photo dimensions are linked, do **NOT** place numbers in **both** the Width and Height boxes as this could distort your photo. Click **OK**.

Now save your photo for competition. From the **FILE** menu, select **SAVE AS**. In the pop-up window, change the **FILE NAME** to the name you wish to use for competition (something different from the name it was previously saved as), and **Save as Type** to **JPEG**. Click **SAVE**.

In the pop-up window, make sure the **PREVIEW** box is checked, then move the slider until the file size listed under the word PREVIEW is 1 MB (**1000 K**) or less. Click **OK**.

LIGHTROOM

Under the **FILE** tab, select **EXPORT**. Identify your **EXPORT LOCATION**, and **FILE NAME**. Under **FILE SETTINGS**, select **JPEG** for **FILE FORMAT**. Check the box for **LIMIT FILE SIZE TO** and put the number **1000** in the box marked K. 1000 kilobytes equal 1 megabyte.

Under **IMAGE SIZING**, check the box **RESIZE TO FIT**. On the drop down menu next to Resize to fit, select **LONG EDGE**. Below this box, select **PIXELS**. If your photo has a horizontal or landscape orientation or is longer in width, enter the number **1400** in the box before pixels. **Or** if your photo has a vertical or portrait orientation, enter the number **1050** in the box before pixels.

Under **OUTPUT SHARPENING**, check the box in front of **SHARPEN FOR**. Select **SCREEN** and **HIGH** from the drop down menus. Click the **EXPORT** button.

Your photo is now ready to submit online. GOOD LUCK!