# **PREPPING** *For* **PRINT**

Making sure your photos are large enough for the pages of our magazines

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.

## 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
PREFERRED FOR ARTICLES	8 <sup>1</sup> / <sub>2</sub> "	"	300 PPI
MINIMUM FOR ARTICLES	4"	6"	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 online photo album, 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, some online photo albums will not store your original, high-resolution image, but only smaller web-friendly versions of the photo (not adequate for print).

In some cases there are ways around these issues, 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.

MAC OR PC

## 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:

Fit into:	Custom	pixels
Width:	11.11	A inches
Height:	9.21	
Percelution:	72	nivels / inch
Resolution.	12	pixels/illeli
Resolution.	Scale prop Resample i	ortionally
Resulting Size	Scale prop Resample i	ortionally
Resulting Size	<ul> <li>✓ Scale prop</li> <li>✓ Resample i</li> </ul>	ortionally image
Resulting Size 100 percent 115 KB (was	Scale prop Resample i 100 KB)	ortionally image

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



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

Fit into:	Custom	pixels
Width:	2.67	inches 🕯
Height:	2.21	
Resolution:	300	pixels/inch 🛟
	Scale prop	ortionally
	Resample	image
Resulting Size	Resample	image
Resulting Size 24 percent	Resample	image
Resulting Size 24 percent 115 KB (was	Resample	image

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 preceding page.

## РНОТОЅНОР

#### **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.

	Image Size	
Pixel Dimensions: 1.26	5м —	ОК
Width: 800	pixels	Cancel
Height: 549	pixels	Auto
— Document Size: ——		
Width: 11.111	inches	
Height: 7.625	inches 🗘 – 🖁	
Resolution: 72	pixels/inch	
Scale Styles		
Constrain Proportions		
Resample Image:		
Bicubic (best for sm	nooth gradients)	

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

	Image Size	
Pixel Dimensions: 1.2	26M	ОК
Width: 800	pixels	Cancel
Height: 549	pixels	Auto
Document Size:		
Width: 11.111	inches 🗘 🕇	
Height: 7.625	inches 🗘 – 🖁	
Resolution: 72	pixels/inch	
Scale Styles		,
Constrain Proportions		
Resample Image:	)	
Bicubic (best for s	mooth gradients) 🗘	

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

(

Image Size	
Pixel Dimensions: 1.26M	ОК
Width: 800 pixels	Cancel
Height: 549 pixels	Auto
Document Size:	
Width: 2.667 inches	
Height: 1.83 inches 🗘 – 🖁	
Resolution: 300 pikels/inch	
Scale Styles	
Constrain Proportions	
Resample Image:	
Bicubic (best for smooth gradients)	

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 preceding page.

### 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 to download.

#### **INSTRUCTIONS**

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

	Resize/Resample image	×
(	Current size:         13599 x 10200 Pixels           New size:         13583 x 10200 pixels           Stat new size:         600 x 600 Pixels           Widht:         1400 pixels           Units:         pixels           Set new size:         10200 pixels           Units:         pixels           Set new size:         1024 x 788 Pixels           Units:         pixels           Set new size as percentage of originat         Desktop size (no aspect ratio)           Widht:         100 %           Widht:         100 %	
(	Preserve aspect ratio (proportional)         Size method           Preserve aspect ratio (proportional)         Resample (better quality)           Preserve filer (refraging only):         Lancos (dowest)           DPI:         300         (auto calc. for only chest)           DK         Cancel	

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.

	Resize/Resample image	
(	Current size: 2550 x 3300 Pixels New size: 2550 x 3300 pixels C Stremen size: Widtr 2550 Height: 3300 Unit: © pixels cm inches Set new size as percentage of original	Some standard dimensional (pixels) New size: v [ratio (posto) used] 640 x 480 Pixels 080 x 600 Pixels 1920 x 1080 Pixels 9 Sou x 1080 Pixels 6 Best Rt to desktop 0 Desktop size (no aspect ratio)
	Width: 100 % Height: 100 %	Half Double
$\langle$	Preserve aspect ratio (proportional) Preserve aspect ratio (proportional) Preserve aspect ratio Reserved DPI: 72 (auto calc. for gh/inches)	Size method: Resample (better quality) Resample filter (enlarging only): Lanczos (slowest) Resize (faster)
	OK	Cancel

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 1 I inches). There is no need to change any of the values, simply click Cancel and close your file.