

Instructions for creating your image file – read alongside 'digital images.jpg'

Images for Digital Projection

Our competitions require - pixels - 1400 wide x 1050 high - your image must fit within this space 1400 high will not work.

colour space = sRGB

Save as high quality jpg

1) Copy image to alter (keep original) and check that copy is an 8 bit file in a single layer.

2) Reduce - **Image size** (*Note this is **Image size** as opposed to **Canvas size***)

Set your image **within** the pixel size (*The key word here being **within**, i.e. 1400 wide x 1050 high is a maximum including any borders*)

Because 'constrain proportions' is activated, a 1400 wide x 1050 high image will only result if your image was in that proportion.

For example if you had a letter box style image, with 'constrain proportions', you would adjust the width to 1400 and the height would auto adjust to a figure less than 1050.

Another example would be a portrait style picture, where the height is more than the width. If you adjusted the width to 1400 the height would become more than 1050. So in this case you would adjust the height to exactly 1050 and the width will auto adjust to a number quite a lot smaller than 1400.

Where the image is a square, if you made the width 1400, the height would auto adjust to 1400, which is too big. So again you would need to change the height to 1050 and the width would auto adjust to 1050 also, again somewhat less than the 1400.

*You may feel that you are 'missing out' on some pixels, however this is what is required to stay '**within**' the rule parameters.*

There is always the option of switching of the 'constrain proportions' option and stretching your image to maximise the pixels, however, of course, the distortion may not enhance your picture.

If you have the option, change the 'bicubic' to 'bicubic sharpener'

In CS3 it states that this is 'best for reduction'. I did a little test and noticed the file size was generally a little larger saved under 'bicubic sharpener'. I could not determine whether or not the image was better, but it may be a case of every little helps and a good judge may be able to tell the difference.

3) Change colour space to 'sRGB'

4) Save as = jpeg (on desktop)

Select high quality using slider (diagram shows 10 max) *However CS3 for example has an option for 12 max*

choose - baseline standard.

5) Email to – wpsinternalcomps@mail.com

format for labelling - **You will be amazed at how many people get this bit wrong**

please use this format to **label images** and **for sending image and print titles**

IMAGE TITLE by Firstname Surname B/S/G P/D

TITLE ALL CAPITAL LETTERS(space) by (space) Member's first name capital first letter(space) surname capital first letter(space)B or S or G(space)D or P

The 'by' MUST be lowercase
B/S/G – Bronze/Silver/Gold
D/P – dpi (projected) or Print

example

SEASCAPE by Adam Smith G P
STREET CANDID by Amanda Smith G D
BIRD ON A STICK by Adam Smith G D

*The title is in CAPITALS/UPPERCASE, followed by a space
by is in **lower case**, followed by a space
Member first name is Capital first letter then lower case, **then a space**, and member's
surname is Capital first letter then lower case, **then a space**, followed by either an **B, S or G**
depending on whether your group, **then a space**, followed by **D or P** depending on whether
it is a **Digital or Print** competition.*

NB each title is on the beginning of a new line, with no spaces between each line.

*This is applicable for the naming of the **image file AND competition entry list***

So the jpgs will be called

SEASCAPE by Adam Smith G P.jpg
STREET CANDID by Amanda Smith G D.jpg
BIRD ON A STICK by Adam Smith G D.jpg

***THIS MAKES THINGS A LOT EASIER WHEN CUTTING AND PASTING THE TITLES INTO
THE SPREADSHEET AND SOFTWARE.***