

## Image Size/Resolution

### Resize For Email And Screen

- Open Photo in Photoshop.
- Go to Image/Mode and make sure that 8bits/channel is checked.
- Go to File/Save As.
- Save the photo as a Jpeg and put your last name in the title.
- Go to Image/Image Size.
- Change the resolution to 72 ppi.
- Look at the width and height in pixels at the top of the dialogue box.
- Change the largest number to 750. The other number will change proportionally.
  
- Click OK
  
- Go to Edit/Convert Profile.
- Choose sRGB IEC6 etc.
  
- Click Ok
  
- Be sure to Save when you are finished.
  
- Email the photo to Linda at [lindasteffens@me.com](mailto:lindasteffens@me.com)