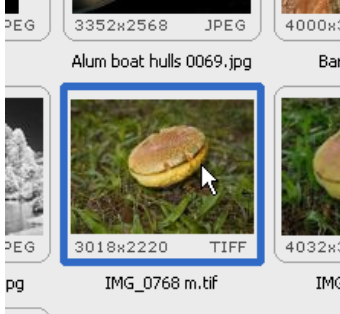


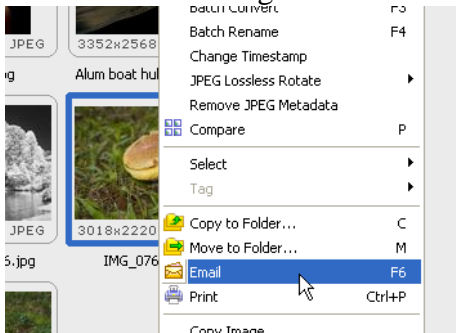
Resizing Images for e-mail

Resize with **Faststone Image Viewer** <http://www.faststone.org>

Select the image (or multiple images by holding the Ctrl key down)



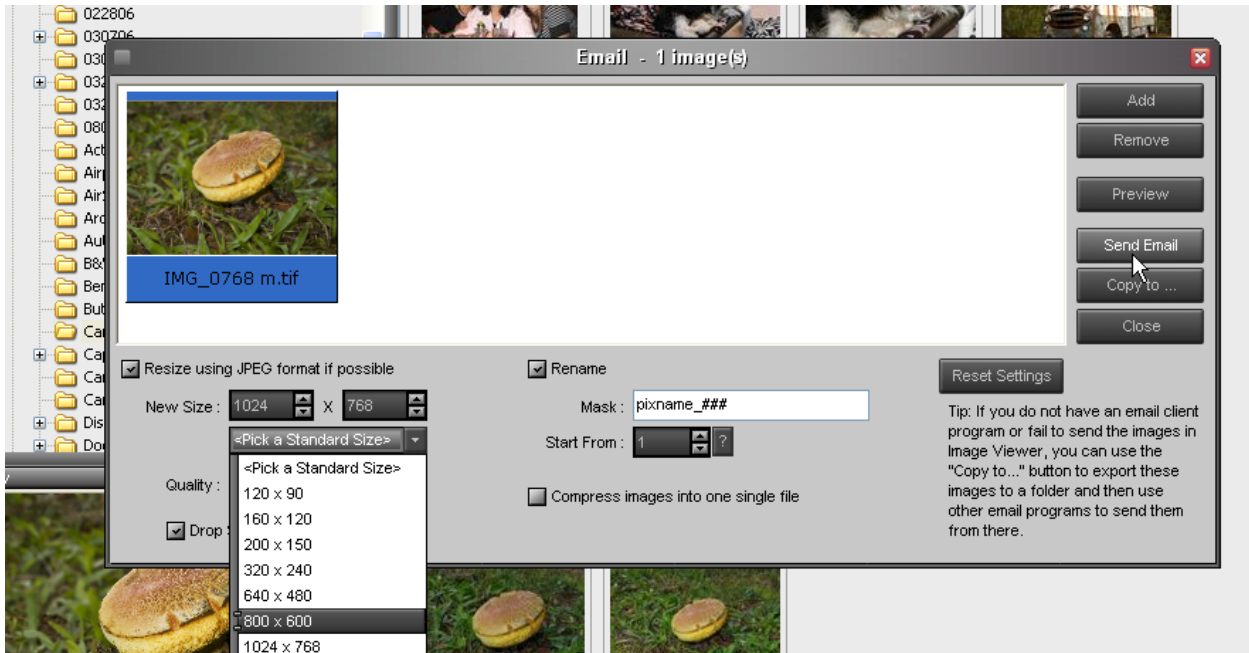
LEFT-click the image and select 'email'



Select 800 x 800 pixels for the new image size, check 'Rename' (for POM use 'firstname_lastname_##'), then click on 'SEND EMAIL' on the right side of the screen. Note: Set QUALITY for 85

Your email will open with the re-sized image(s) attached.

This will NOT change the pix on your hard-drive or SAVE the reduced image,, it just resizes it for the email note.

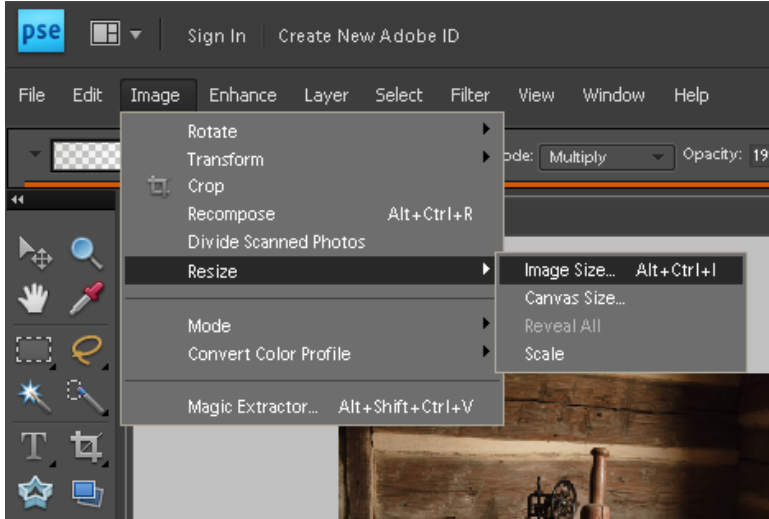


Resizing Images for e-mail

Resize with Adobe PhotoShop or Elements: (Same functions but menus look a bit different)

Open your picture file in CSx or Elements X

Select *Image>Resize>Image Size*

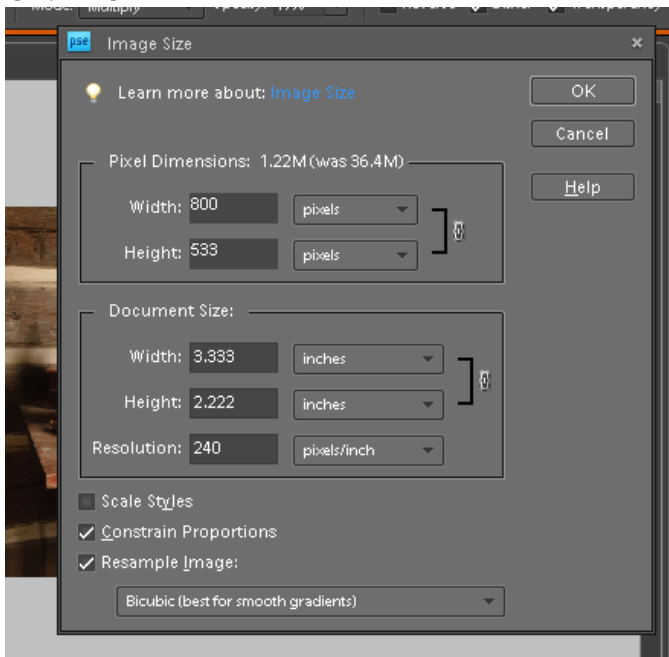


CHECK Resample Image & Constrain Proportions and type 800 pixels for Width and Height (This will cause the longest side to be 800 pixels).

Select – File>Save As enter name *firstname_lastname.jpg* Quality = 8

DO NOT WORRY ABOUT 'DOCUMENT SIZE' OR RESOLUTION.

Click 'OK'



Other programs offering easy resizing (similar to FaststoneViewer) are:

IRFANVIEW <http://www.irfanview.com/>

PICASA <http://picasa.google.com/>