

PREP YOUR PHOTOS FOR THE DPI-SIG MONTHLY THEME SLIDE SHOW

Also applies to other photography events and contests where digital photos are sent as e-mail attachments.



Three Easy Steps:

- Title your digital photos (JPEG images only)
- Resize your photos (using your photo editor)
- E-mail your photos (send all in one e-mail)

dpi-sig

Title Your Photos

NOTE: JPEG is the only type of image that is acceptable

- Begin with your name, i.e.: "John Doe"
- Display sequence number such as "02"
- Next, the name of the theme, i.e.: "Nature"
- Then comes the name you have given your photo such as "Orange Sunset"
- Finally, any other info you want to supply, i.e.: Joe's Photography, Photo 101, etc.

Use dashes (-) to separate title information. Do not leave spaces between words.

Example of a properly titled JPEG photo:

JohnDoe-02-Nature-OrangeSunset-JDoeDigital.jpg ("jpg" extension is added automatically)

Three examples for titling your photos



Original photo title: Image00589
Renamed title of photo:
JohnDoe-01-Nature-Tulips-Image00589



Original photo title: Image02974
Renamed title of photo:
JohnDoe-02-Nature-Desert-JDoeDigital



Original photo title: Image03265
Renamed title of photo:
JohnDoe-03-Nature-Hydrangeas-DPI-SIG

Resize Your Photos

Using the photo editor* that's installed on your computer, complete the following for each photo:

- Set the resolution to 72 pixels per inch
- Change the longest side to 1024 pixels
- Use this sequence to resize each image properly

NOTE: Six properly resized photos should be no larger than 3 MB

* Examples are: Adobe Photoshop, Adobe Elements, Adobe Lightroom, Faststone Image Viewer, etc.

E-mail Your Photos to DPI-SIG

- Attach up to six photo files to your e-mail
- Attach them simply as individual photo files, not as slides shows or anything else
- Be sure to attach all photo files to only one e-mail
- Send one e-mail with all attached photos for monthly theme slide show to:
dpi-theme@naples.net



Suggested Work Flow

1) Copy the selected photos to a new file folder and name the file folder



2) Use your computer's photo editor to open and resize your photos



3) Save photos ("Save As") with proper titles before sending by e-mail



4) Compose new e-mail and attach all photos before sending



5) Send photos to: dpi-theme@naples.net

Caution Adobe Elements users: send your photos as files and not slide shows or anything else. Thank you!

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