

Preparing Images for monthly galleries

1. Image size

Doesn't really matter as they will be re-sized when galleries are produced, but as a rough guide if your image is landscape make the width 1000 pixels, if portrait 700 pixels.

Resolution isn't important but if it makes you feel better make the resolution 96 dpi

2. File Info

If you do not fill in the File Info your image will appear uncaptioned and uncredited

In Photoshop or Elements go File > File Info

then

In Document Title (Title in Elements) type your name as you want it to appear with the image. Ignore the Author Box!!

In Description (Caption in Elements) type your caption (where it is, what it is etc.) as you would like it to appear with the image. Include equi details if you wish.

If you would like your images to be copyright marked fill in the Copyright Notice section

All other sections in the file Info dialogue can be left blank

In Adobe Photoshop Lightroom

In the Metadata panel in Library view. Put your name in Title and caption (where it is, what it is etc.) in Caption. If you would like your images marked fill in the Copyright section

3. Save

Save as a medium or high resolution jpeg with a simple file name. If you want your pictures to appear together use the same prefix for each file.

In the first instance send a **maximum of three images** to reach me on or before the last day of March, May, July, September and November

If at all possible send your images to me at:

d-a-f@dflitcroft.co.uk

Make the Subject line = North Wales Monochrome

Otherwise,

put them on a CD and send them to

North Wales Monochrome

18 Glorian Estate

Amlwch

LL68 9DT

Or

pass them on at one of the group meetings