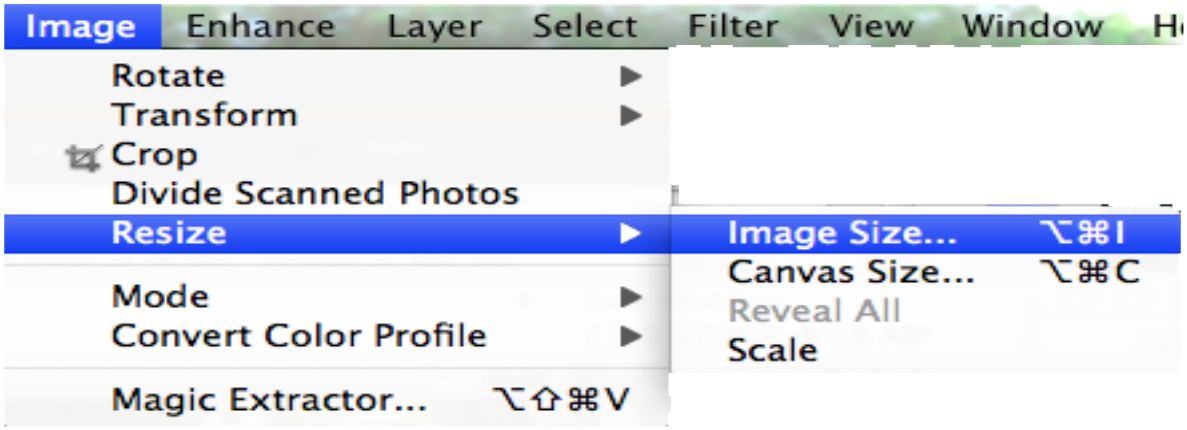
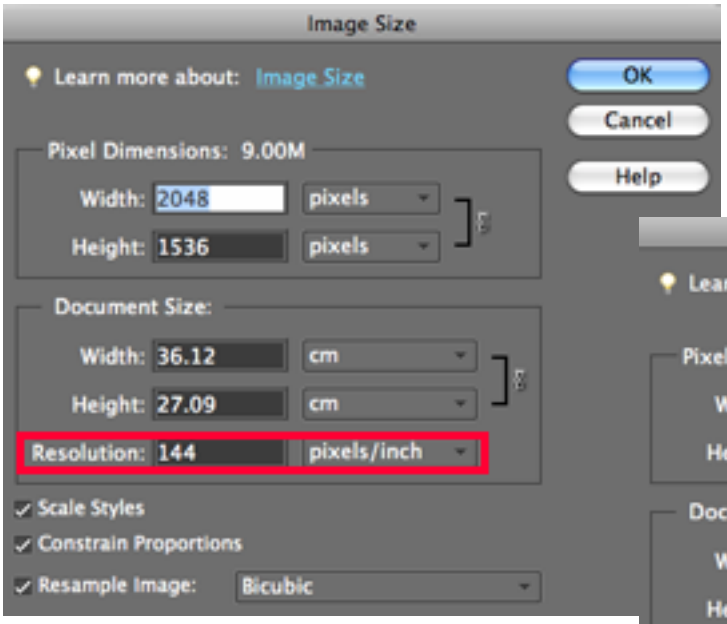
Resizing Photos using PhotoShop Elements 6

The sample photo is taken with a digital camera at full quality. This is useful if you want to make a quality print of the photo but to include it in on-screen presentations it is necessary to reduce its size. Size refers to both dimensions and resolution. Using *PhotoShop* to reduce the size of a photo to required dimensions keeps the files size of the presentation and the download times low. These issues are very important for file storage, particularly on a school network and for speed of operation of the presentation. In the case of web pages, both these issues are magnified.

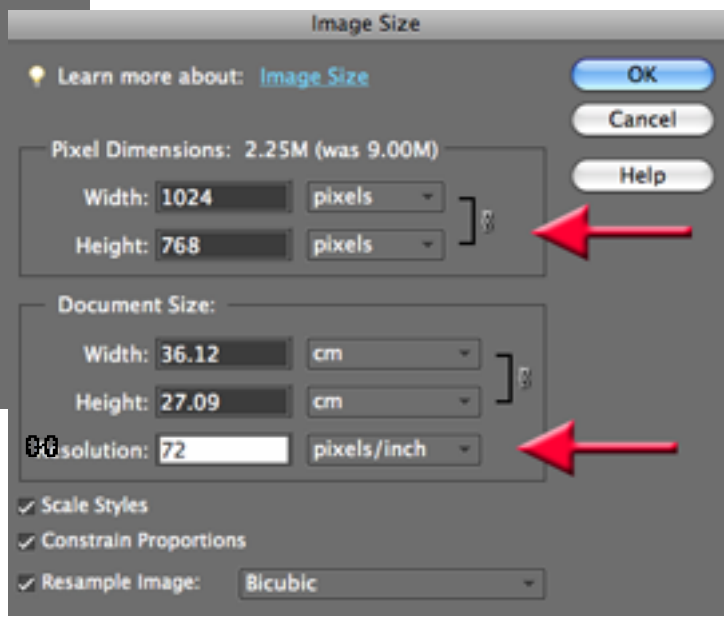
1. Reducing the resolution

1. Open *PhotoShop Elements 6*.
2. From the *File* menu select *Open*. Navigate to the photo *seat_01.jpg*
3. Highlight seat_01.jpg and click *Open*.
4. Note the size of this file. (See bottom left corner of the picture screen.)
5. From the *Image* menu choose *Resize > Image Size*.





Change resolution 144...to 72 pixels/inch (28.346 cm/inch)



The *Constrain Proportions* option ensures the photo will remain in proportion.
Resample Image allows the photo to be recreated according to the new dimensions.

These actions have reduced the size of this photo file from 2.4Mb to 1.1Mb. Although a substantial difference, this is not enough. To reduce this further you should reduce its dimensions.

2. Cropping

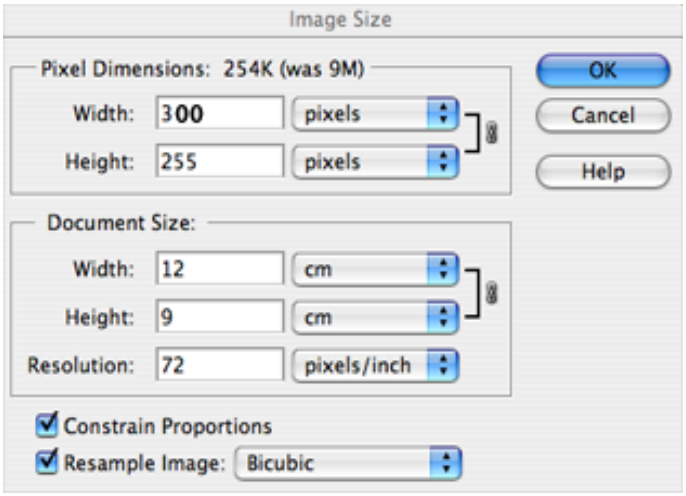
Another method of reducing size is to crop the picture. You will often do this if there is a lot of unnecessary matter in the photo. In this case we will focus on the seat.

1. Select the *Crop* tool.
2. Select the portion of the photo you want to keep. The rest will become grey. Slide this around until you are happy with it.
3. When satisfied, press the green *tick* that appears in the picture.

3. Dimensions

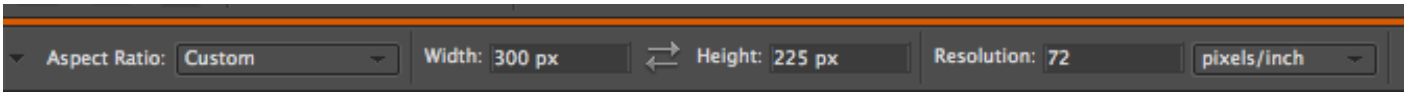
In web design the dimensions of an image are often important. Often you might want to set a standard size for images.

1. From the *Image* menu choose *Resize > Image Size*.
2. Change the width of the photograph to 300 pixels.
3. Click OK.



The actions of cropping and adjusting dimensions can be achieved in one step.

1. Select the crop tool.
2. Enter requirements in the crop tool bar as shown in the example below.



4. Save for Web

You might use any or all or a combination of the above methods to reduce your photo file size. Whatever you use, at the end of the process you should *Save for Web* for any on-screen presentations (not just for web pages).

From the *File* menu select *Save for Web*.
Two images will be displayed, the original and the image as it is optimised for the screen.

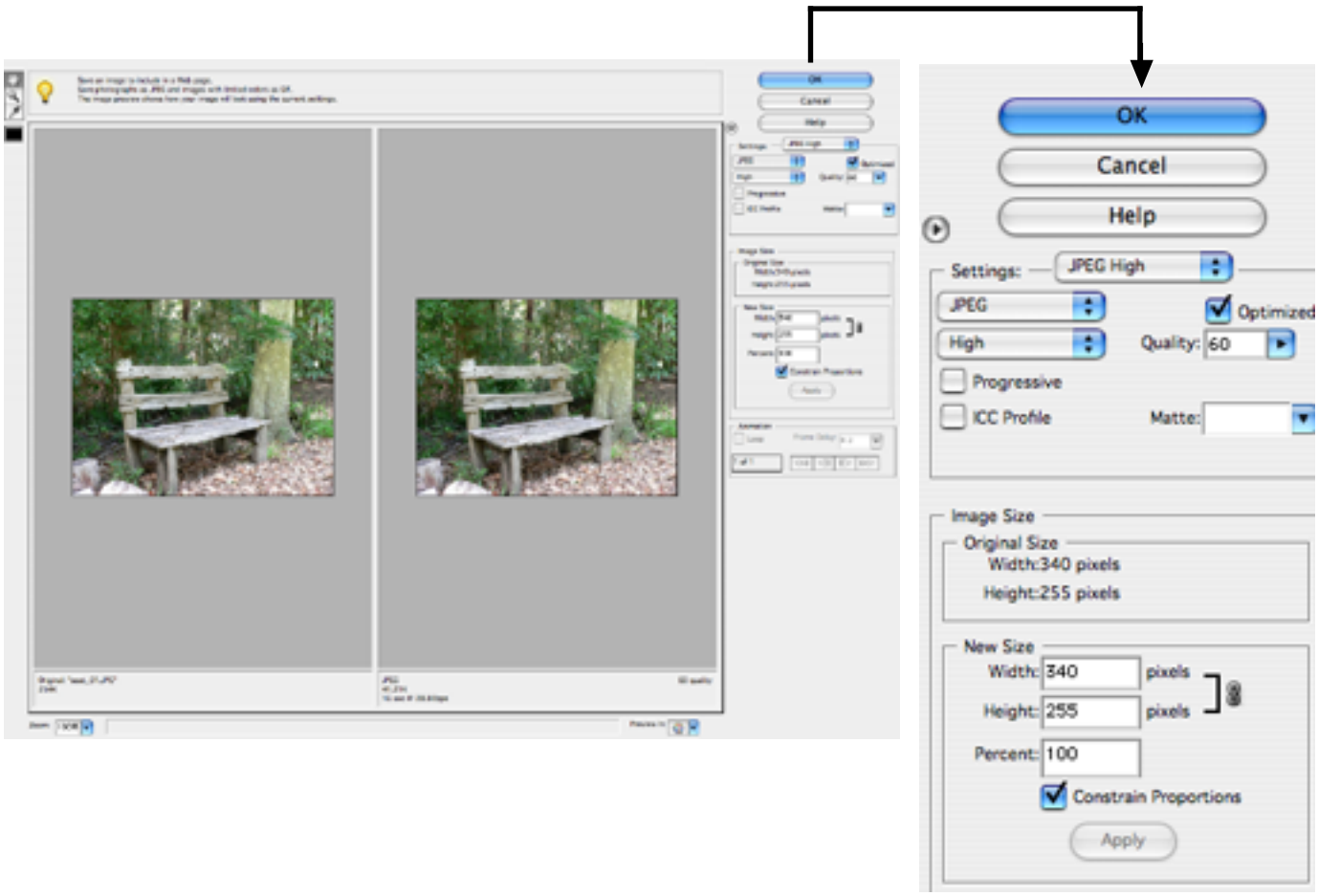
See illustrations on the following page.

Set JPEG quality to *High*. Check that *Optimised* is ticked.

Click on the drop-down arrow in the *Quality* box.

Drag this down to reduce the file size (and the quality).
Note that the sizes of the original photo file on the left and the optimised file on the right are displayed.

When you are satisfied with the quality of the photo (on the right) and it is not compromised (made poor), click OK to save.



Save this in your *Pictures* folder. Distinguish it from your original photo in the *Pictures* folder. If you name it the same you will lose your original as this one will write over it. It is wise to keep the original photo file because if you wish to change this photo again, you should start again with the original large file. If you work on the reduced one, it will become increasingly poor the more times you save it.

Try these exercises with other photos.