

Sizing Projected Images for Competition/the Forum.

Read this section first.

In competition, the dimensions of projected images are normally required to be of a prescribed **maximum** size so that the image doesn't overlap the edges of the projection screen. That's not to say that your image can't be smaller. Where it is however, it is good practice (and sometimes required) that you set it on a background that matches these maximum dimensions.

For club competitions and many others, the required maximum image size is 1024 pixels wide and 768 pixels high. There are two ways to do this but if you are using one of the Photoshop programmes, the easiest is the "Save for WEB" function. If you are using another photo programme, the "Image/Image size" option may be the closest to your software.

A size restriction also applies when you are posting on the club forum where in addition, image file size is also specified.

Finally, occasionally you may be asked to conform to a specified image resolution.

Advice on how you do all of these is covered by the links below.

Software

The use of Adobe Photoshop or Photoshop Elements has been assumed but some of the processes will translate to most photo software e.g. Paintshop Pro.

If you don't have any photo software, there are a number of free programmes available on the internet. [IrfanView](#) and [Paint.net](#) are two very good examples but there are others. Both will allow you to resize your images. Paint.net is probably the more capable for general image processing and is closest to Photoshop.

Links

1. [Setting Image dimensions using the "Save for WEB" function.](#)
2. [Setting Image dimensions using the "Image/ Image Size" option.](#)
3. [Creating a Background for your image.](#)

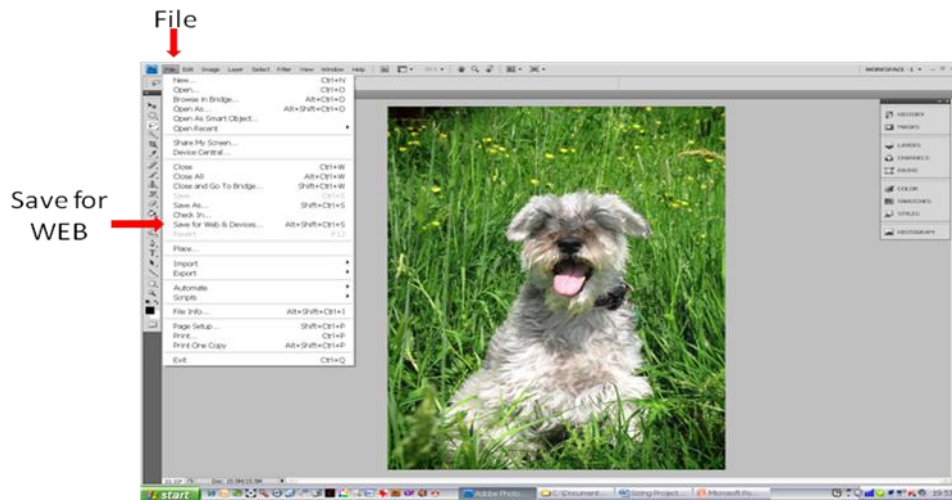
plus

4. Adjusting Image File Size is covered in 1. above
5. Adjusting Image Resolution is covered in 2. above.

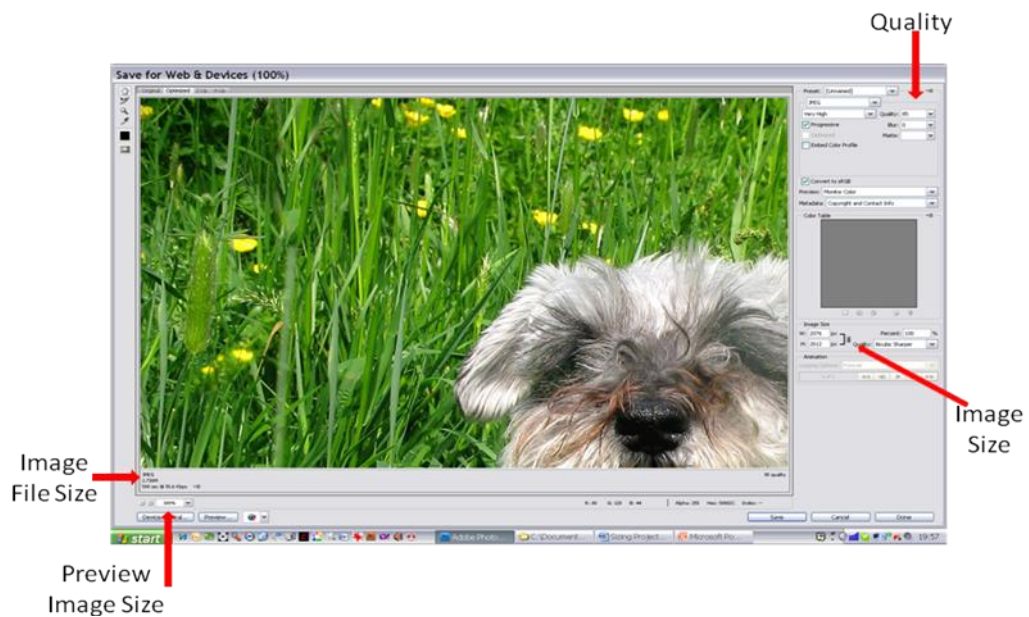
Terms: Image – your picture.
 Canvas – the background to your picture.

Setting Image dimensions Using "Save for WEB" Function.

1. Open your image.

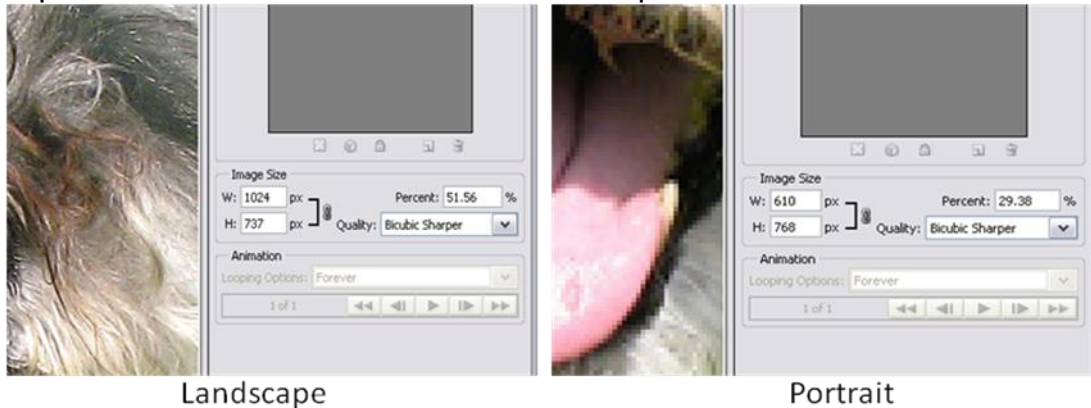


2. Select the "File" dropdown menu and click on the "Save for WEB" option. The following screen will open:



3. For a landscape image, width will normally be the critical dimension and so enters 1024 in the "Width" box in the "Image Size" area. Because the image proportions are locked, the "Height" dimension will automatically change. If it's larger than 768 pixels, go to 4.
4. For a Portrait format (as in the example above) where height is normally the critical dimension, enter 768 in the "Height" box. In this case the "Width" dimension will automatically change but if it's greater than 1024 pixels, go to 3.

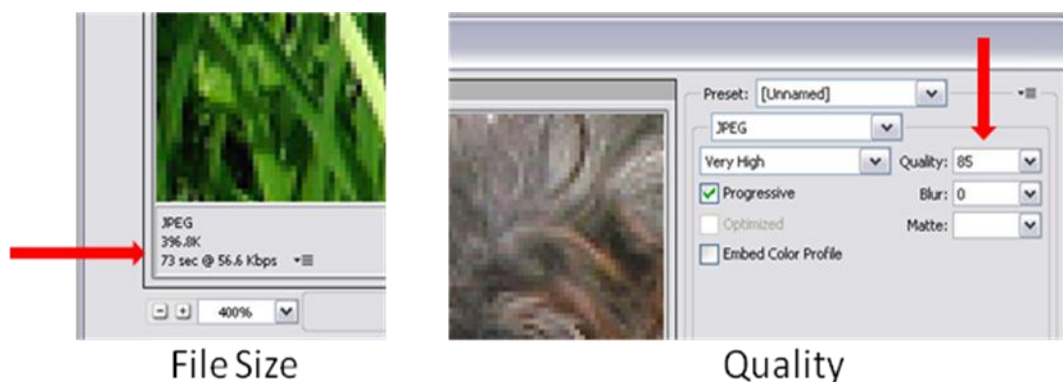
- In both cases the dimension that you have not entered should be smaller than the maximum but overall the image size is within the specified maximum of 1024W x 768H pixels.



- If you intend to add a background to the image ([see here](#)), you can make these dimensions slightly smaller to leave a border all around the image without exceeding the maximum dimensions.
- Press "Enter" or click anywhere on the preview screen and the image size will change accordingly.
- Save the image under a new file name using the "Save As" command to avoid overwriting the original (Recommended). The process will automatically save your image as a JPG.

At this stage you can go on to set the Image File Size if this is a requirement:

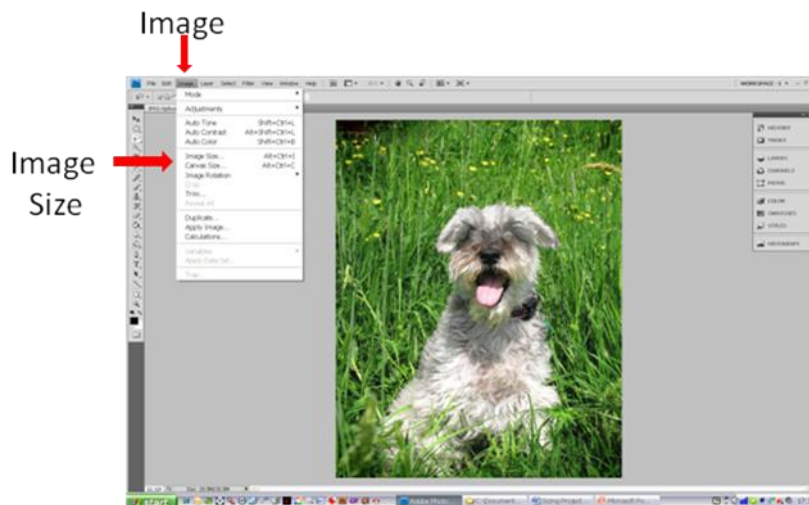
- Before you save the resized image, check the Image File size displayed at the bottom left of the preview screen.
- If it is larger than is required, progressively reduce the figure in the "Quality" box from 100% to something smaller until the file size is within the limits that you have been given. Don't worry! The reduction in quality will not be discernable.



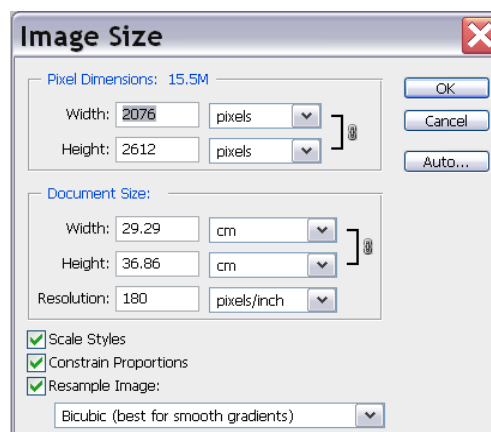
- Once you have set the required file size, save the image in accordance with 9. Above.

Setting Image Dimensions Using the “Image/Image Size” Option.

1. Open your image.

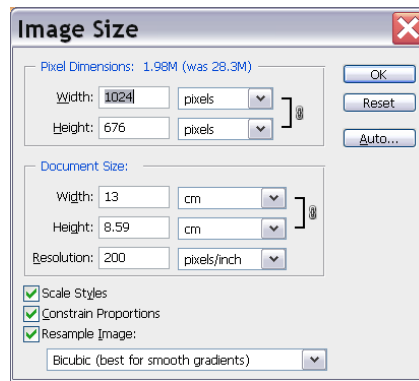


2. In the “Image” drop down menu, select “Image Size”.
The following dialogue box or its equivalent will appear.

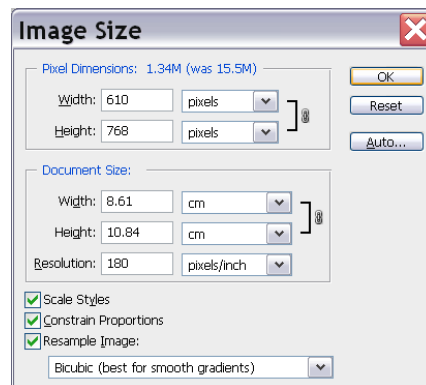


The size of the image in pixels is shown in the upper part of the box.

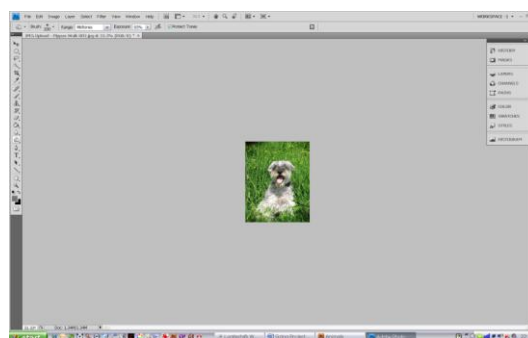
3. Make sure that the three check boxes at the bottom are all ticked. Amongst other things, this locks the image proportions.
4. If you need to comply with a specified Resolution – say 300 pixels per inch - overwrite the 180 (or whatever) in the “Resolution” box. **If so, do this first because it will alter the pixel size of the image.**
5. For a landscape image, “Width” is usually the critical dimension and so enter 1024 pixels in the top “Width” box. Because the image proportions are locked, the “Height” will automatically change. If the “Height” is larger than 768 pixels, go to 6.



6. For a portrait format, height is usually the critical dimension and so start by entering 768 pixels in the "Height" box. The "Width" will automatically change. If it is larger than 1024 pixels, go to 5.



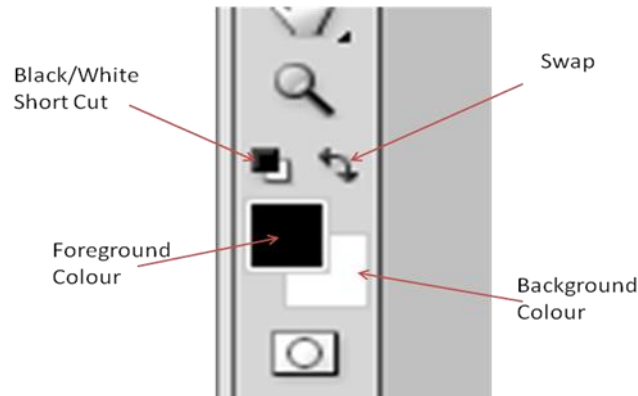
7. If you intend to add a background to the image ([see here](#)), you might want to make these dimensions slightly smaller to leave a border without exceeding the maximum dimensions.
8. In both cases the dimension that you have not entered will be smaller than the maximum but overall the image size is within the specified maximum of 1024W x 768H pixels.
9. Click OK. Your image size will change.



10. Save your Image. Use "Save As" and a different file name if you do not want to overwrite the original image (recommended). Remember to set JPG as the format.
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Creating a Background:

1. Open up your re-sized image.
2. Find the Foreground/Background colour tool (left side of the screen).

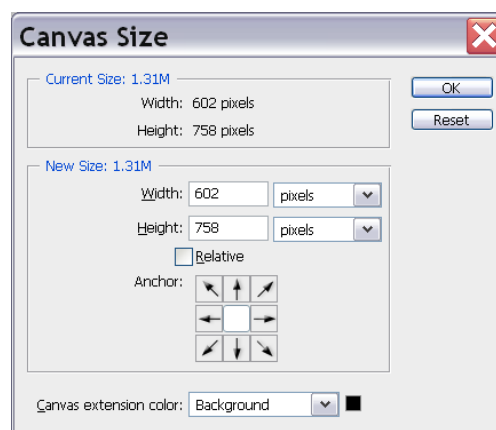


The upper left hand large square shows the foreground colour. The lower right hand large square shows the background colour. The foreground colour is the colour that will be applied by any of the tools such as the Brush tool, the Pencil tool, the fill tool etc. The background tool controls the colour of your background (canvas).

Clicking on either square opens a colour pallet which allows you to select any colour you want but for the purposes of this exercise we want a black background.

If the background colour (bottom right) is not already black, click on the small double square symbol. This is a short cut to set the foreground and background to black and white. If this turns the background to white as above, click on the double arrow and it will swop the colours over.

3. Next click on the "Image" drop down menu (top tool bar). Select "Canvas Size" and the following dialogue box will appear.



4. Set the dimensions to "Pixels" (right hand boxes - only needs one).
5. Then type in the maximum dimensions of 1024 for width and 768 for height.
6. Click OK. A black background will appear. If you want a border all round, size your image a few pixels smaller. In the example shown, the image height has been set to 758 pixels instead of 768 pixels resulting in a 5 pixel boarder at the top and Bottom. The result is shown below:



7. Your image, which now includes the background, will be sized at 1024 x 768 pixels and will fill the projection screen.
 8. You can of course do this for any size of image if for instance, you want to add a border to a print. Just set the background colour you want and size the canvas to a few pixels larger than your image. Just how many pixels is down to your own preference.
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