

How to Resize Photos for Chatham Camera Club and CAPA Contests Using Photoshop Elements

If you have Photoshop Elements on your computer, you can use it to resize your photo files. This applies to resizing files for Email, display on the web and for showing photos using a digital projector (like we do at the Camera Club).

1. Use File > Open to open an edited, cropped, ready to submit photo file in Elements.
2. Go to Image > Resize and click Image Resize. You will see the Image Size dialogue box.
3. At the bottom of the box uncheck the "Resample Image" box.
4. It is not necessary to change the number in the "Resolution" entry for display on LCD screens and projectors. If you are going to print the picture, you would use a value between 200 to 300, with the higher value for smaller prints.
5. Now check the "Resample Image" box.
6. Make sure the 2 boxes above "Resample Image" are also checked.
7. Now change the pixel dimensions of your photo at the top of the dialogue box. If your photo is a portrait format change the "Height" to 768. The "Width" dimension will be changed automatically. If your photo is a landscape format change the "Width" to 1024. The "Height" dimension will be changed automatically.
8. Click OK in the Image Size dialogue box. Your picture will be resized by Elements.
9. Now click on the File menu and then click Save as. This will open another dialogue box.
10. Give your photo file a new name so you do not replace your original file (see the Instructions for Submitting Photos for Competitions for information to name your images for the contests).
11. Set the compression to 10 to save photos for the club. You should usually choose a smaller compression value (and/or smaller dimensions) to resize and save images for e-mail, to reduce the size of the file for faster transmission. If you are going to print the images, keep the compression value high, at least 10.
13. Save your resized photo to a folder. Normally it's a good idea to place all resized photo files in a different folder than the original, perhaps calling it "Resized Photos". It will be easier to retrieve them later and you will not risk overwriting your original photo file.

When you have processed all your photos into a folder, you can email them to the Club President. Like many things in Photoshop Elements there are other ways to resize photo files, but this is easy and should help you.

NOTE: Obviously you can use other pixel dimension for your photos such as 640 pixels W by 480 pixels H or 800 by 600. If you had a panorama the dimensions could be 1024 wide by 200 high. The club asks for the dimensions as shown above.