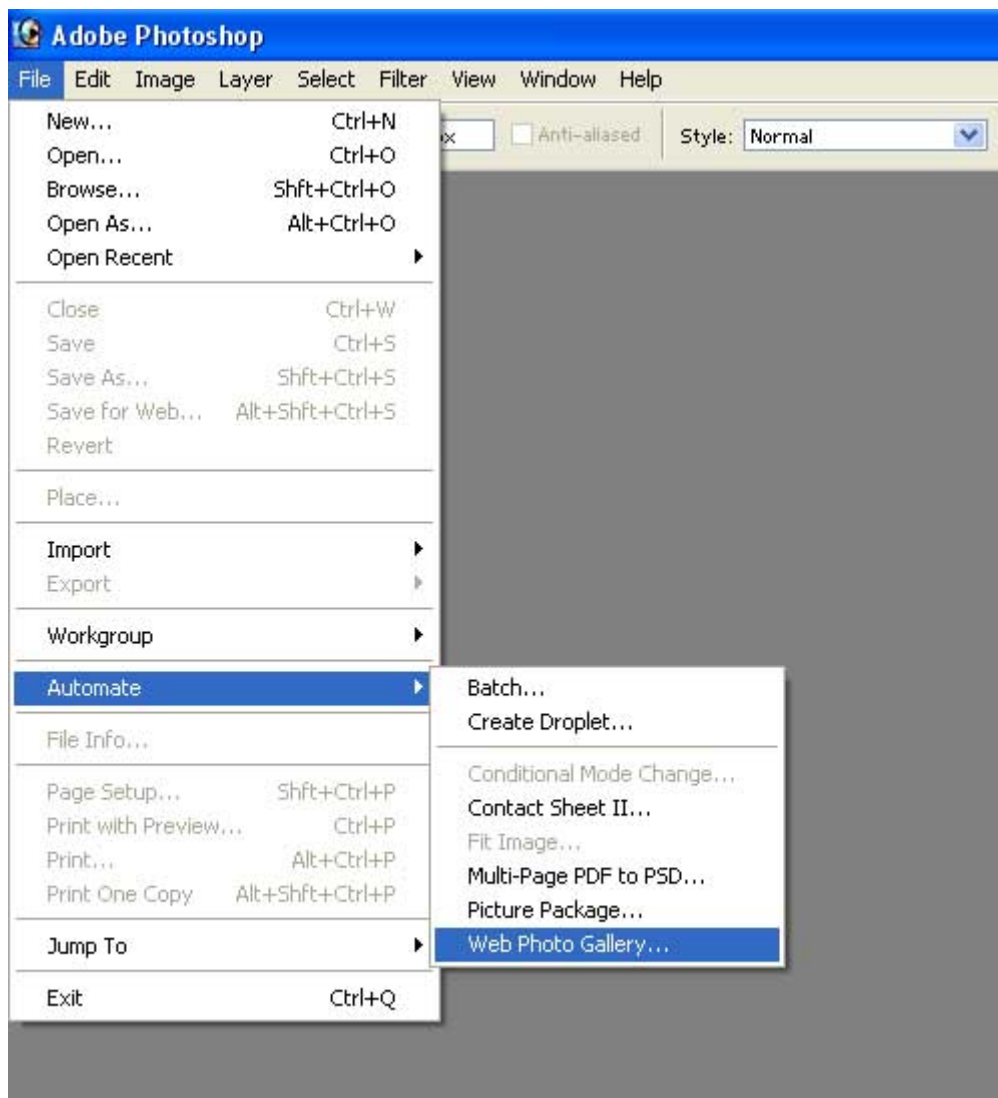


Resize Images Using Photoshop

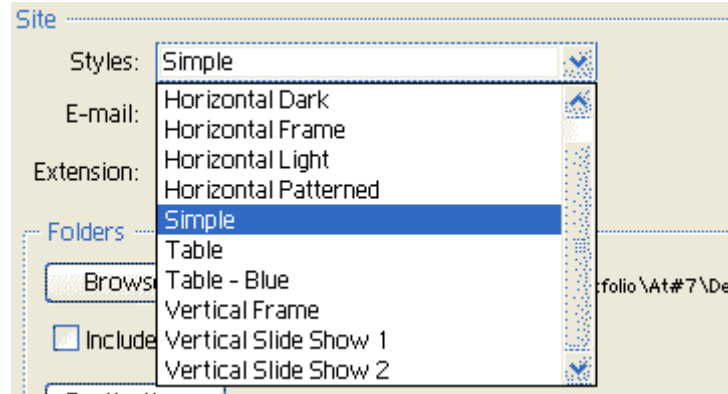
Below I have outlined a simple way to resize your large images if you are using Photoshop. Follow the steps in order and you should have no troubles.

1. Open Photoshop (this is the easiest step)
2. From the menu at the top as shown in the graphic, choose: File -> Automate -> Web Photo Gallery

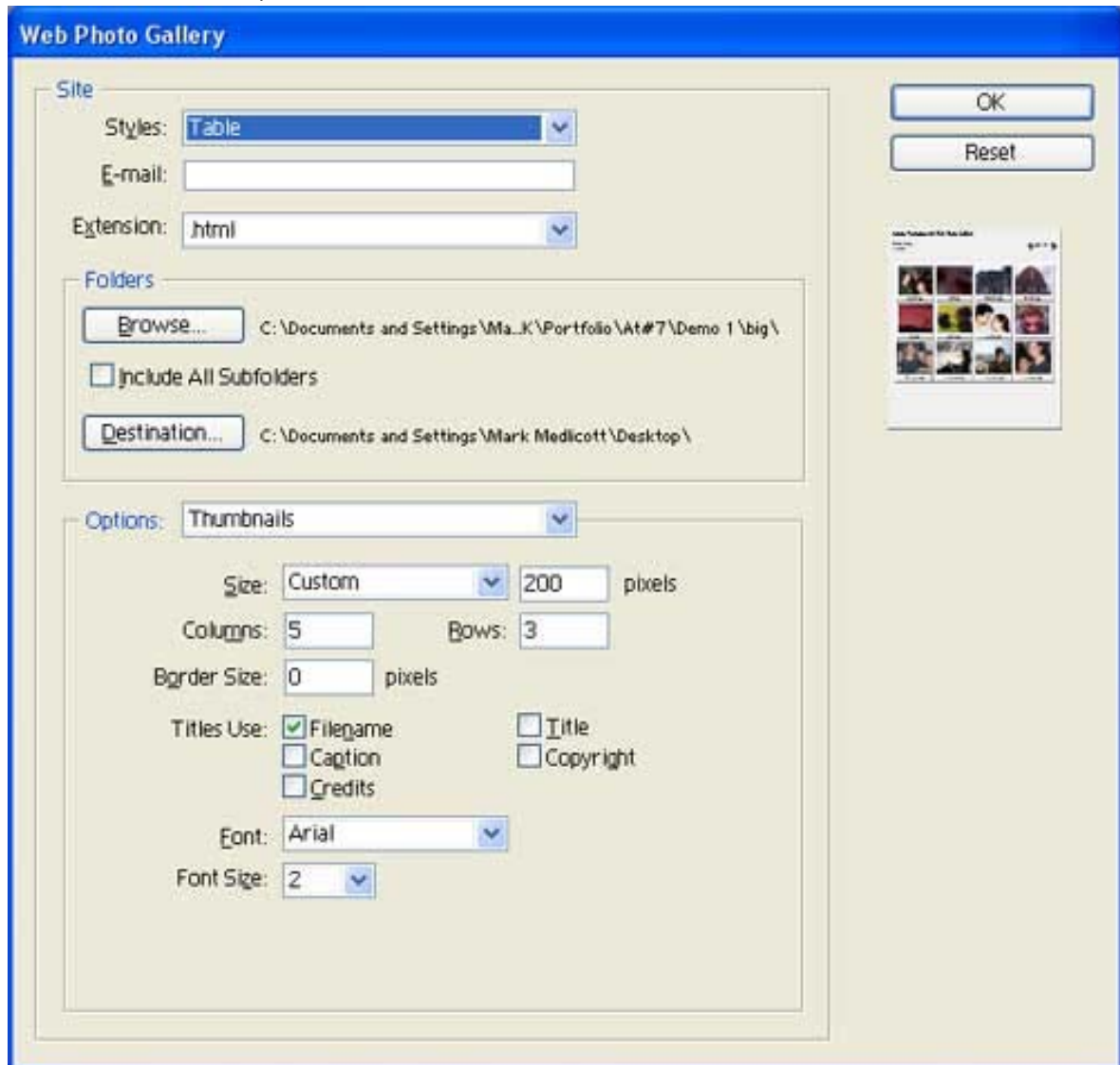


Click this option and a new window will open with various processes that you can customise to suit. This process is actually Photoshop's way of building a web album for you, but is an excellent way to resize images.

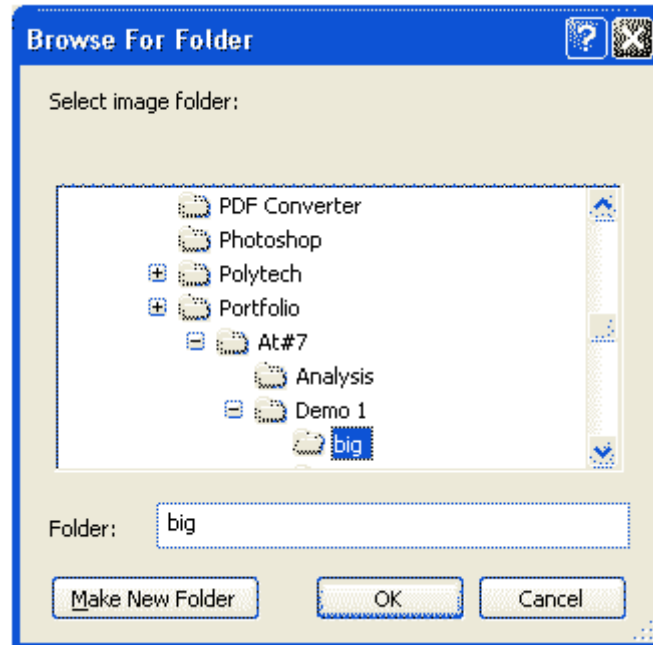
3. In this case I will set the Site options that should suit most photographers who are using Findapic. Start at the top and move down
 - **Styles** – Choose Table or Simple although the style is generally irrelevant unless you are making web pages to use.



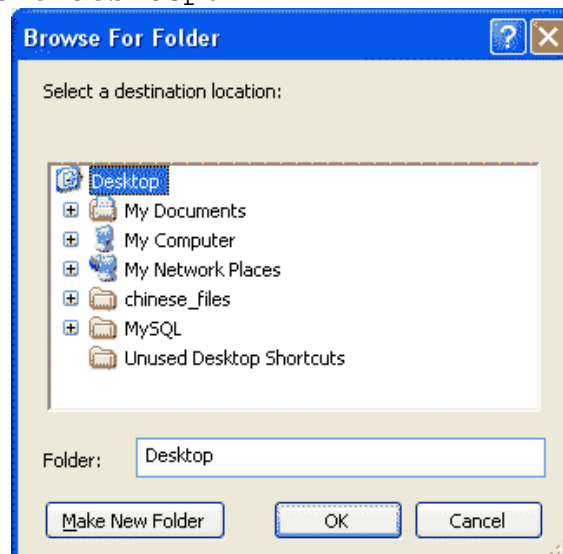
- **Extension** – Your preference here also doesn't matter, but choose either htm or html



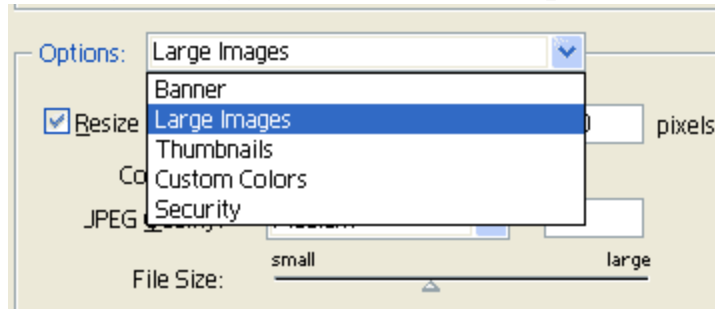
- Click the browse button and a new window will open. Navigate to the folder that your images are in. (Preferably this folder only holds images, and not movies or other files.)



- Select the appropriate folder and click OK.
 - Click the Destination button and again a new window will open. This time you need to choose a folder to put your new resized images in.
- ALERT!! Make sure the destination and browse folders are different, else you may resize your new images over the top of your original photos.**
- I prefer to use the desktop, and then copy the appropriate files afterwards. As this system generates many folders (depending on how many photos are being resized) you may wish to create a temporary folder on the desktop.



- **Options** – This is where you set up what type of photos you are resizing to.
- Select 'Large Images' from the dropdown box.



- Set the pixel size. Choose 'Medium' from the dropdown box, and your pixel size will probably be 450 by default. You can change this in the pixel box if you wish, but I suggest to no more than 500 as the photos will still match with the Findapic album settings.
- The slider achieves the same effect as above.
- **Columns & Rows** – are for the page layout and are largely irrelevant unless you are keeping the website being created. If you have a large number of files to resize, perhaps set this to 5 columns and 20 rows, and you will get 100 photos per page, which means less deletion later, but this is only a minor issue.
- **Border Size** – Set to 0 (zero) unless you want to add borders
- **Titles Use** – Select 'Filename' only for resizing
- **Font & Font Size** – Pick whatever you like as these relate to the website, and not the resized images.

4. Click Ok

- Photoshop will now begin resizing the images in front of you. If you have lots of photos, you have time to put the jug on and make a cuppa
- You will be able to see this happening in front of you.
- When Photoshop finishes, it will load a website page in front of you with all the thumbnails showing. Have a browse if you like, but that takes time, so I suggest closing or minimising the web page.

5. Resized Images

- Photoshop has now added 3 folders (images, pages and thumbnails) to your desktop (or wherever you chose as your destination).
- It has also added files called index.html, index_2.html, index_3.html, and so on depending on how many images are resized, and how many are displayed per page.
- Another file called 'UserSelections.txt' will probably also have appeared.
- THE MAIN FOLDER YOU NEED IS THE IMAGES FOLDER.
- Open the 'Images' folder, and then look at the results of your resizing efforts in your favourite photo editor. XP users may have the default 'Windows Pictures and Fax Viewer, ACDSee, etc.
- HAPPY with the results, then copy this folder to somewhere on your system ready for upload to Findapic.
- Your last task is to delete all of these extra files, as you don't need them. (This saves future problems if you resize a new folder and send them to the desktop, as the new files will be added to your current image folders, and then you have to sort them again.)

