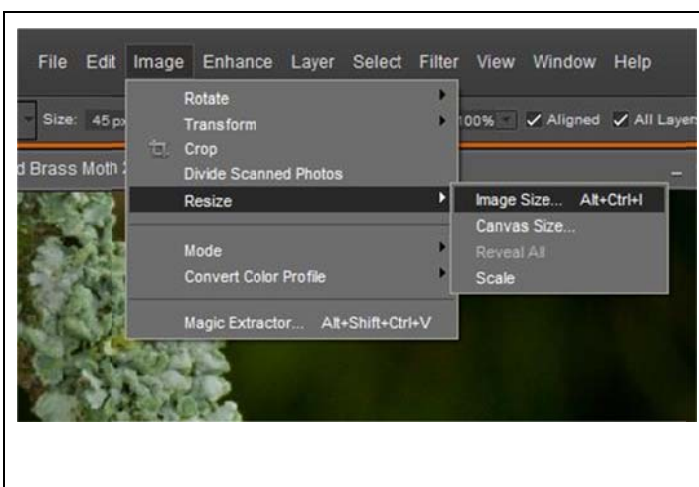
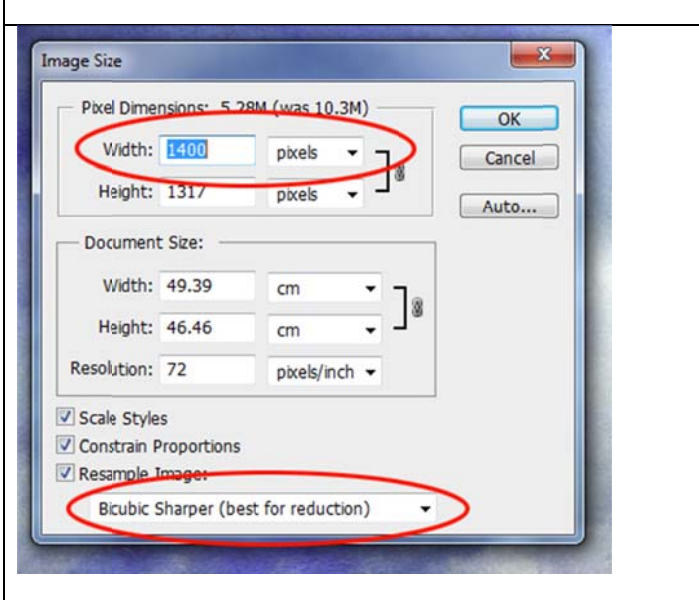


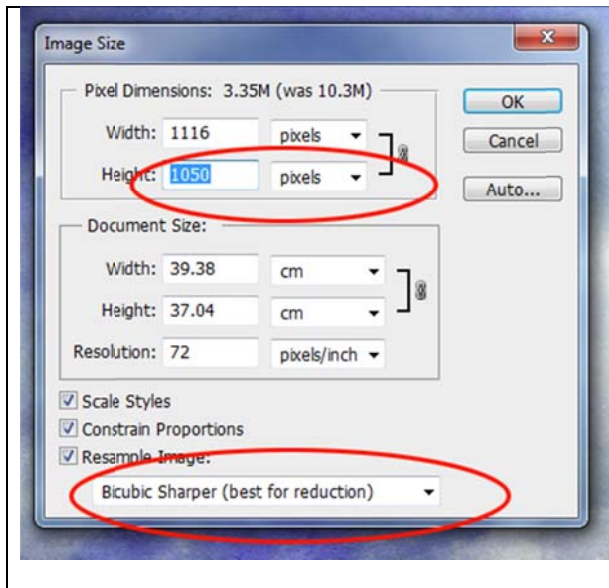
Preparing Images for DPI Competitions using Adobe Elements

After you have finished all your adjustments, image manipulations and cropping before doing anything else **Save this image file** then:

**Change Size to fit within a size of 1400 pixels maximum width by 1050 pixels maximum height:
(note that these are maximums and neither dimension should be exceeded)**

From the top menu bar select Image, then Image Size:

	
	<p>Landscape format images tick resample and constrain proportions and in “Width” insert 1400 and check “Height” is less than 1050 pixels</p> <p>As you are reducing the size of the image select</p> <p>“Bicubic Sharper”</p> <p>Click “OK”</p>



For **Portrait format images** tick resample and constrain proportions and in **Height** insert **1050 pixels** and check **width is less than 1400 pixel**.

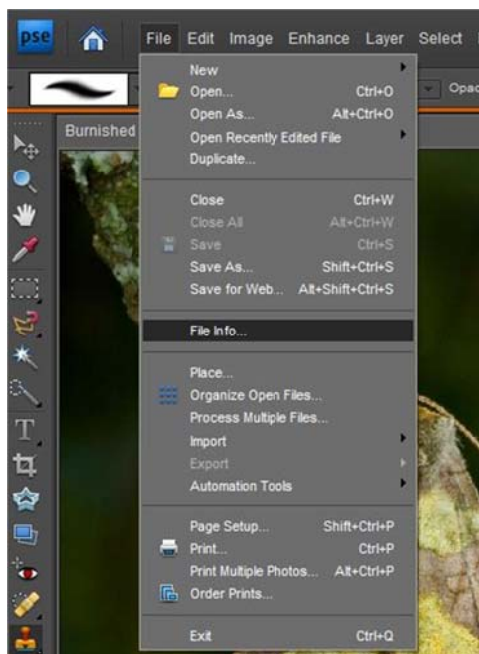
As you are reducing the size of the image select

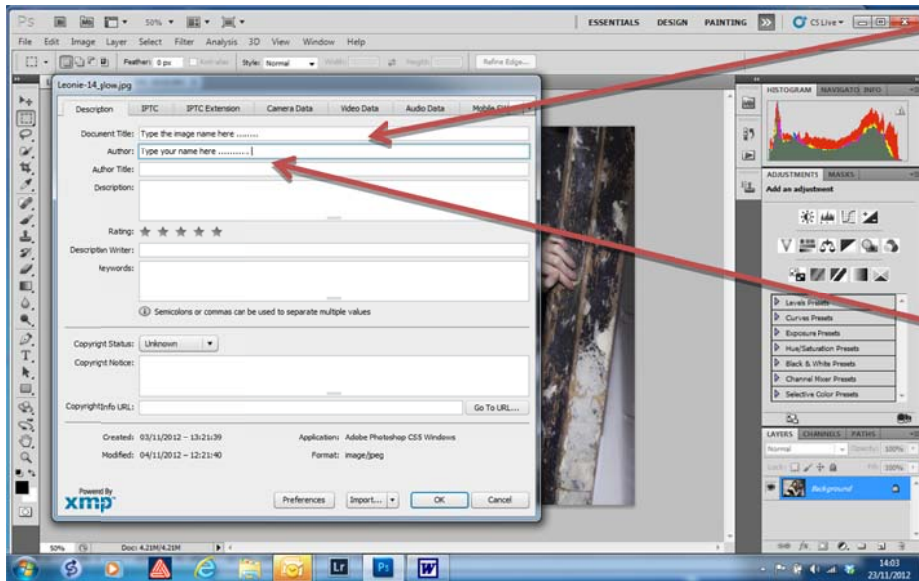
“Bicubic Sharper”

Click “OK”

Next Convert to sRGB which in Adobe Elements you doing by going to > Image, Convert Color Profile, Apply sRGB Profile:

You now need to add the EXIF data so that the Competition Secretary can display your image and record your score. From the top menu bar select File, then File Info:





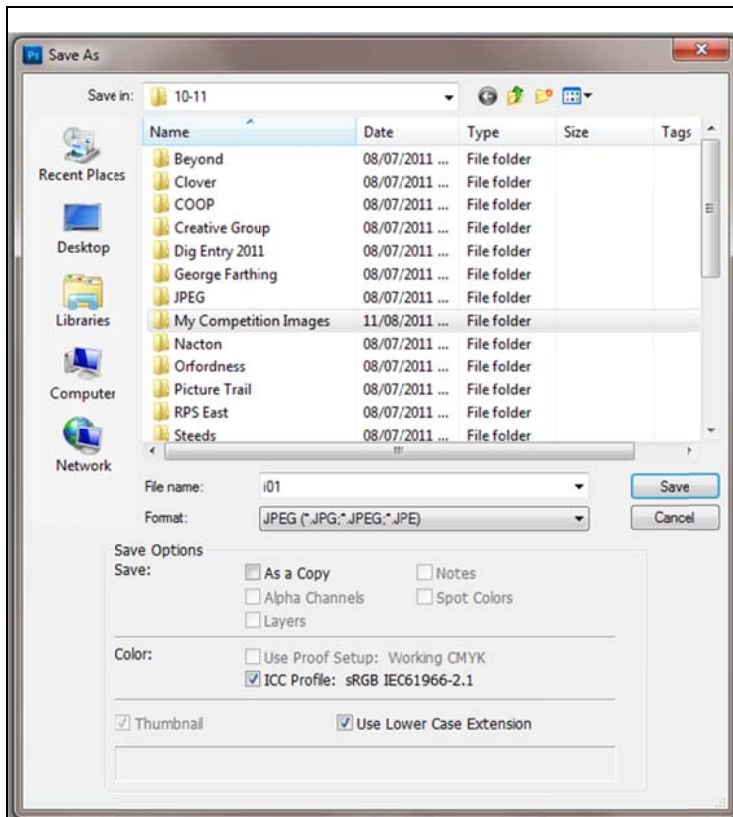
Insert your image title here

Insert your name here and ALWAYS use the same format for all future entries. This is important because it allows the software to automatically maintain an accurate record of your cumulative results

Other entries are optional

Now Click Ok

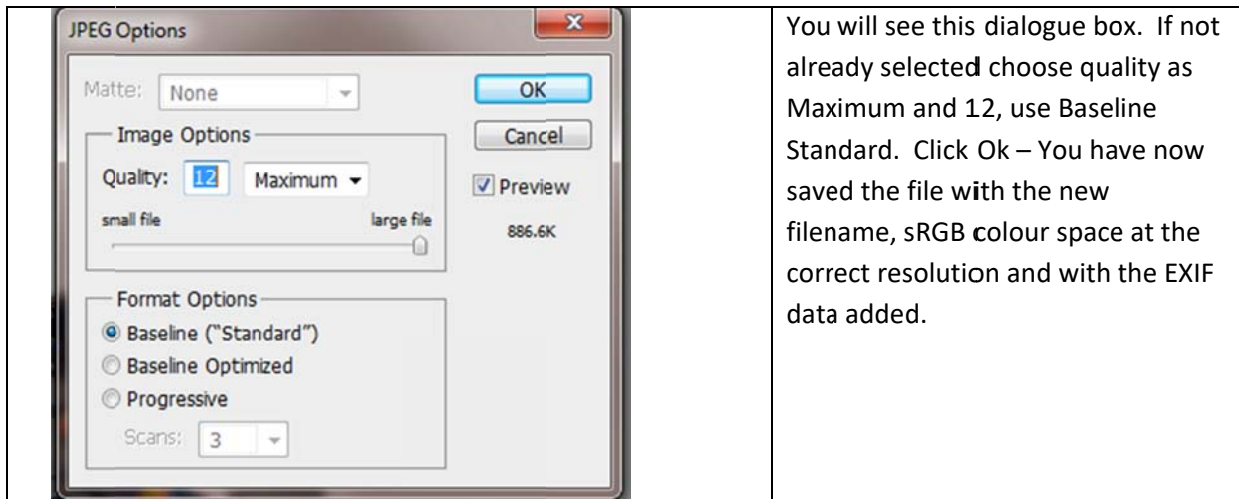
You are now ready to save your image as jpeg.



From the top menu bar click on File, **Save As** (not Save!!)

In Format select JPEG from the drop down list (click on down arrow to right of box). In the File Name box type in the name of the image, followed by your own name e.g. *“Clacton in bloom – Joe Bloggs”*. Either create a new folder or select a folder to save your image. Later you will need to copy the images from this folder to a CD or USB or to attach to an email to submit your entry so pick a location you can find again!

Now click on Save.



NOW FINALLY DOUBLE-CHECK THAT ALL IS OKAY.

DO THIS BY CARRYING OUT THE FOLLOWING SIMPLE INSTRUCTIONS.

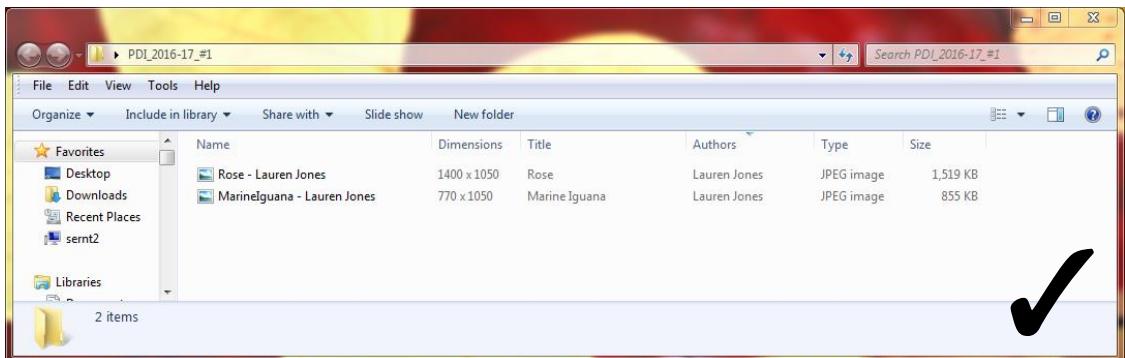
PDI competition entries

Checklist:

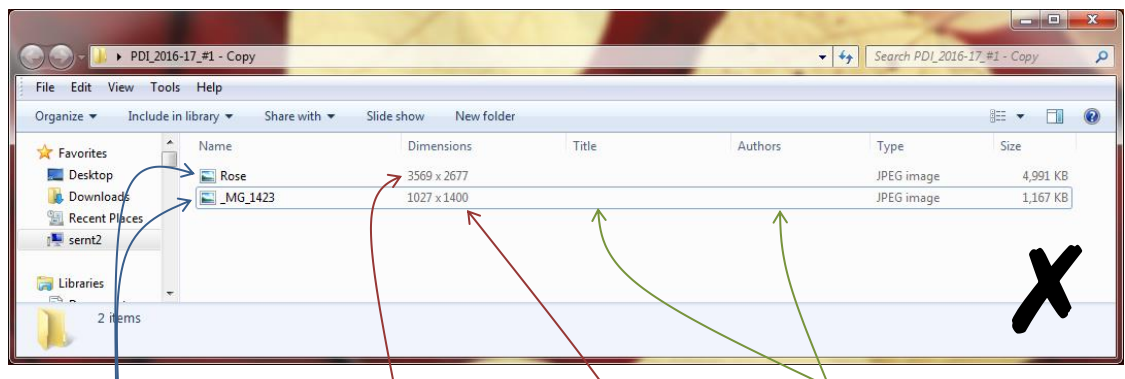
- 1400px wide by 1050px tall
- your name (author) and image title entered into the metadata/EXIF data
- Files should be named in the following format "imagetitle-authorname", e.g. "Rose-LaurenJones"

PLEASE CHECK YOUR FILES BEFORE SENDING THEM TO THE PDI SECRETARY!

Correct



Incorrect



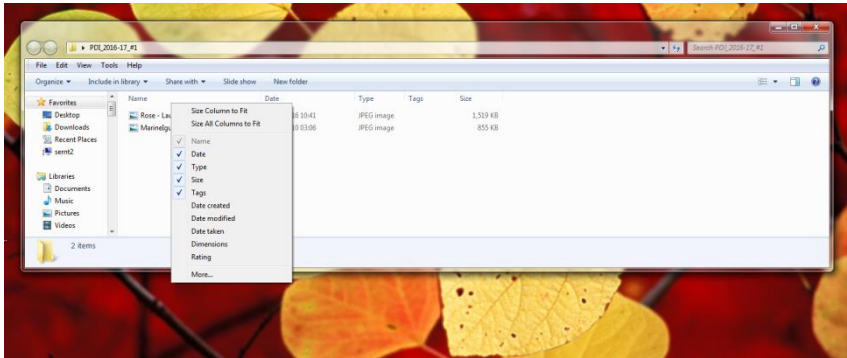
Files not named
"ImageTitle-
AuthorName"

Image too big

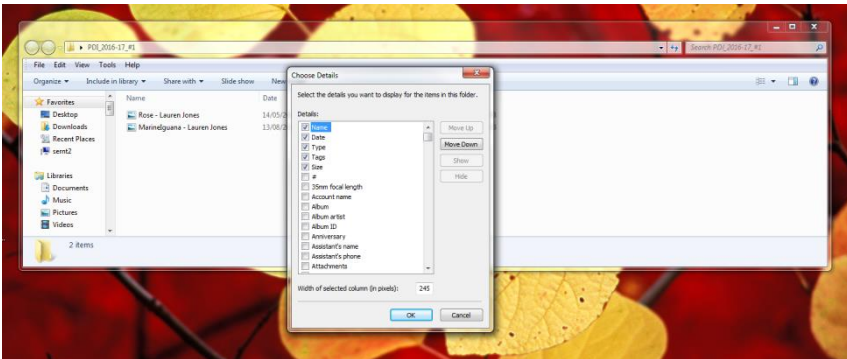
Image too tall (max
= 1050 high)

No metadata/EXIF
data

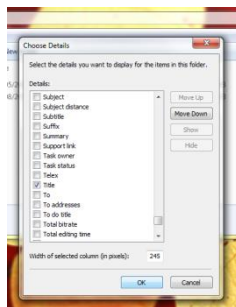
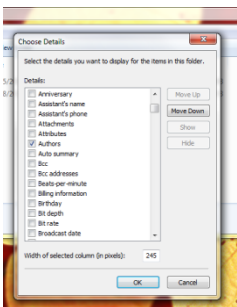
How to check your entries in Windows Explorer:



- 1) Right click on the heading bar
- 2) Then click on the “More” option at the bottom

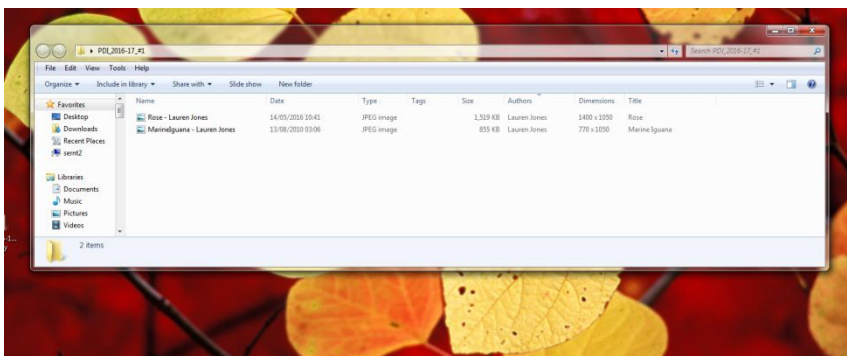


- 3) That brings up this box



- 4) Scroll down, and click on the small boxes to select “Author”, “Dimensions” and “Title”

- 5) Click the “OK” button



- 6) Done!