

Using Photoshop Elements 10 to size images for AGO

- Download and save your image from your digital camera to a file on your personal computer. You must use an image that has at least one side larger than 1920 pixels. A 4 MB or larger image is ideal.
- Open your image in Photoshop Elements 10
- Go to *Image > Resize > Image Size*. In the window make sure all three of these boxes are checked: **Scale Styles, Constrain Proportions, Resample Image**.
- In the Image Size window, change the resolution to 72 and change the larger side of the image to 1920.
- Go to *Image > Resize > Canvas Size*. Make sure the **Relative** box is unchecked.
- In the Canvas Size window, anchor the image to the middle – click on the middle square in the 9 square grid. From the Canvas Extension color drop down menu, select black.
- Click SAVE AS, change the title, select where you're saving the new image on your computer, make a JPEG, make a copy, and adjust the IMAGE QUALITY to 1.8M or BELOW - all from this window. Check the new JPEG to make sure the dimensions held up.