FAQ How to resize and convert image files

1st method:

use your standard image editing software to scale down and convert the images

2nd method:

install a fast and open source image viewer like Irfan View (<u>http://www.irfanview.de/</u>) to do the job. There a lot of other programs available, initiate a google search to find them.

Once the viewer is installed do the following steps:

a)

- open the picture file you want to to rescale and to convert. Irfan View reads almost every common picture file format. If not, you can install plugins to make it even more versatile.



- if you want to crop the picture make a selection with your mouse and use the "CROP SELECTION" option in the "EDIT" dialog.



b)

- verify with the "IMAGE" dialog and the "RESIZE / RESAMPLE" option if your picture has (approximately) the desired size. If not you can resize your picture now to about 800x600 pixels.



- I you resize the picture use these settings for best results:

--Make sure the PRESERVE ASPECT RATIO is ticked.

---Insert one of the desired size proposals, either width or height, the other one will be adjusted instantly if the ratio box is ticked.

----Make sure the size method is ticked as shown in the picture for the Lanczos method allows optimum results.

File Edit Image Options View Help	2 🔾 <table-cell-rows> 🖨 👔 👔 134/213 💥 ¥</table-cell-rows>		
	Resize/Resample image Current size: 1000 x 800 Pixels New size: 800 x 640 pixels ③ Set new size: Width: Width: 900 Height 640 Units: © pixels Current size: 0 inches Set new size: 0 inches Width: 100 % Width: 100 %	Some standard dimensions (plxels): New size: (ratio option used) Destry size (no aspect ratio) Half Double	
	Preserve aspect ratio Apply sharpen after Resample DPt: 72 OK	Size method: Resample (better quality) Resample filter: Lanczos filter (slowest) Resize (taster) Cancel	

c) Then save the picture by using the "FILE" dialog and by giving the picture a meaningful file name. To achieve a good relation between file-size and file-quality use the settings as shown in the saving options screenshot.

ie Edit Image Options '	View Help					
Open Reopen Open with external editor	O Shift+R	⊖, ∉ ⇒ (134/21	3 💥 🔏		
Open as	,					
Thumbnails	т	-				
Slideshow	w					
Batch Conversion/Rename	. в					
Search files	Ctrl+F	-				
Rename File	F2					
Move File	F7					
Copy File	F8					
Delete File	Del				\ ·	
Save (original folder)	Ctrl+S		$\langle \rangle$			
Save as	S					
Save for Web (PlugIn)						
Print	Ctrl+P					
Select TWAIN Source Acquire/Batch scanning Copy Shop	Ctrl+Shift+A					
Recent directories	,					_
Exit	Esc				-	7
		-				
				-		

Make sure the quality sliding switch is at about 80 and none of the boxes in the save options dialog is ticked to achieve maximum versatility of the saved file.Actually make sure the "Show options dialog" box is ticked to see the options.

Save Picture As 2 🗙						JPEG/GIF save options				
Speichern	CD-Brennen_03		- G 🗊 E	ما ب	JPEG:	low	80	good		
Speichern	CD-Breilinen_03				Save quality: Save as p Save as c Disable c Keep orig Reset EX Set file siz GIF: Save tran Save tran Set tra	vorgressive JPG grayscale JPG olor subsamplii mal EXIF data. inal IPTC data inal JPG-Comm F orientation ta re: 65.00 react sparent color se transparency valu	(please remember ng nent g KB (RIOT PlugIn) color during saving je to palette entry:			
Dateiname:	picture_test			Speichern						
Dateityp:	JPG - JPG/JPEG Form	nat	*	Abbrechen						
Save with or	iginal date/time	Show options d	alog 🔲 [Details						
								-		