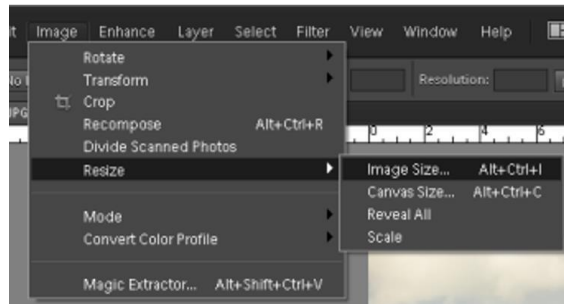
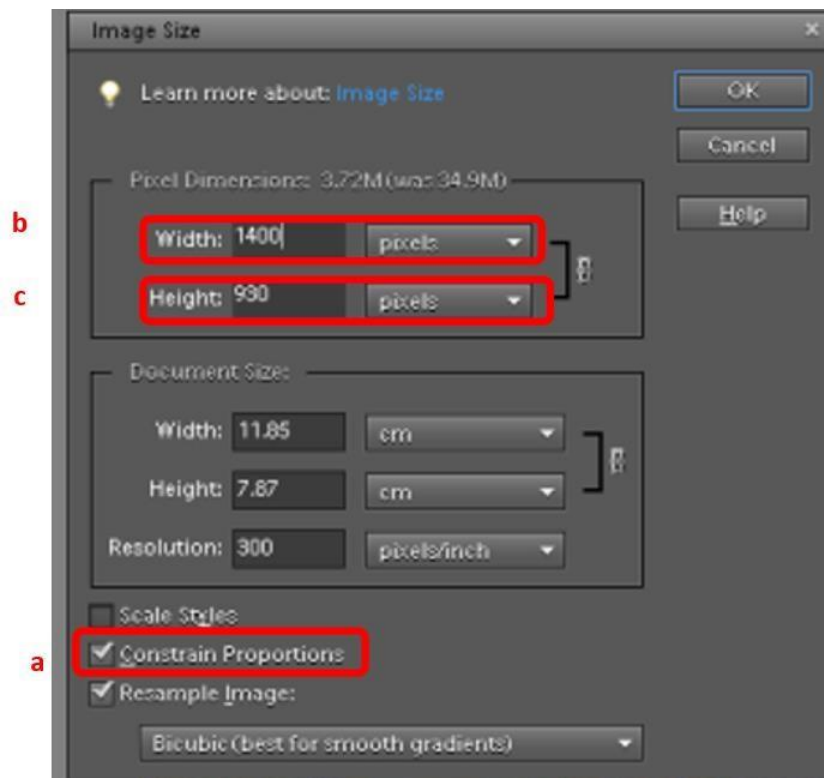


# SAVING AN IMAGE USING PHOTOSHOP ELEMENTS

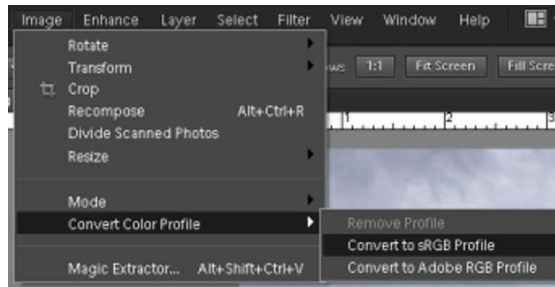
1. Open the **Image** menu, select **Resize** and then select **Image Size**.



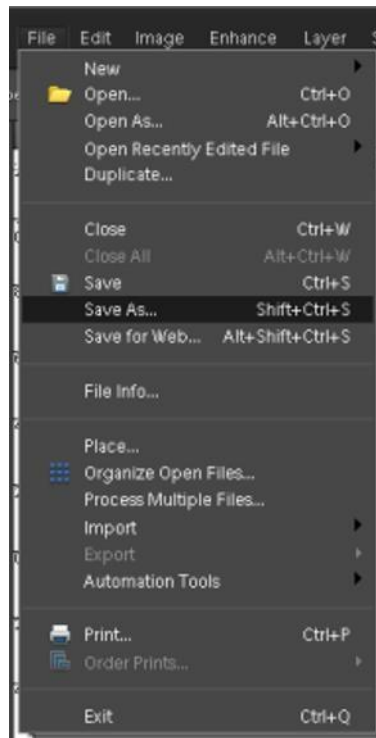
2. In the Image size dialog
  - a. Make sure you have got a tick next to **Constrain Proportions**.
  - b. Set the **Width** to **1600 pixels**.
  - c. If the Height shows more than more than **1200 pixels**, change this setting to **1200 pixels**. This change will reset the Width to less than 1600. This does not matter.



3. In the **Image** menu, select **Convert Color Profile** and then choose **Convert To sRGB Profile**. This embeds the sRGB colour profile in the image.



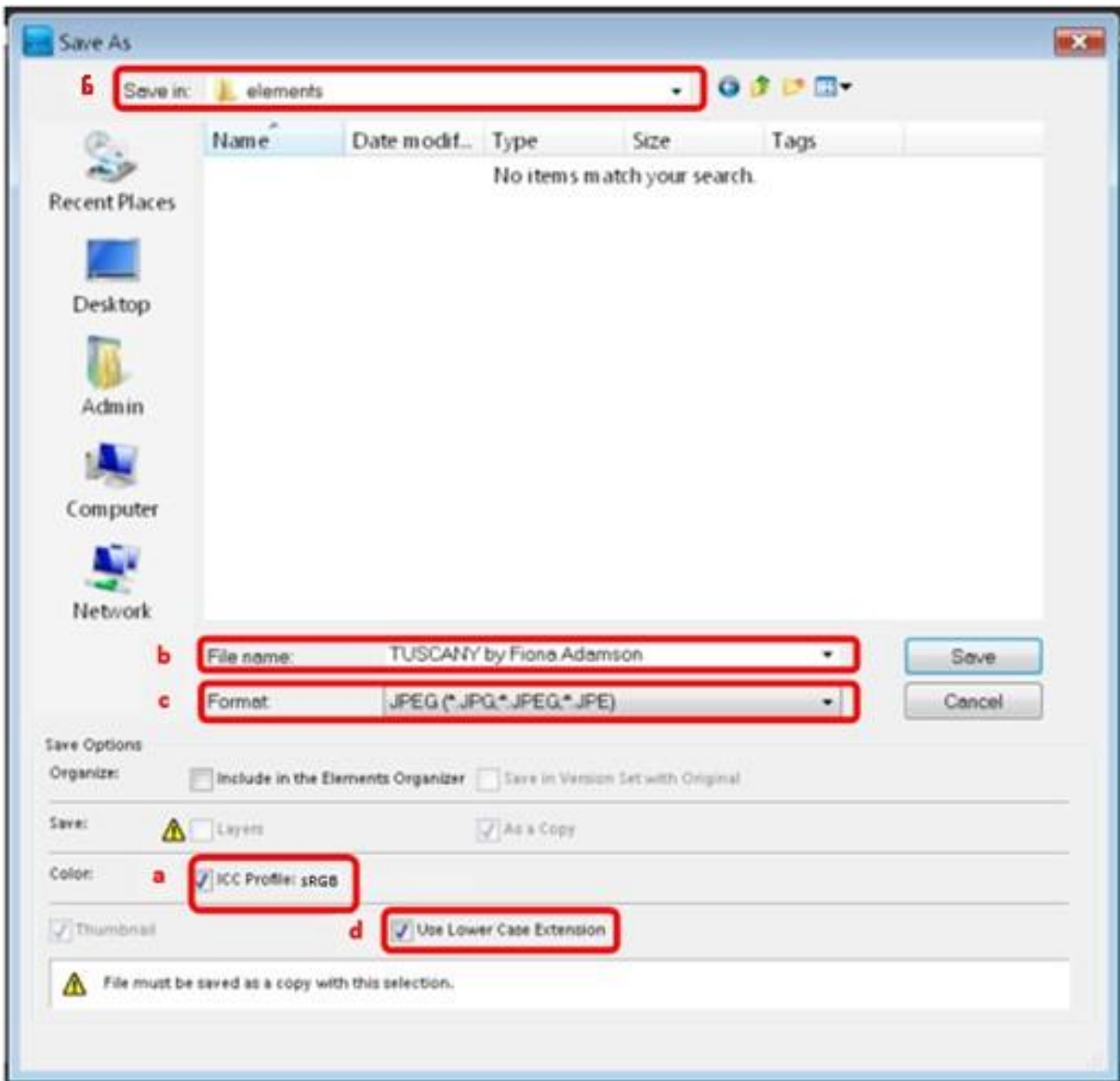
4. In the **File** menu, choose **Save As...**



5. In the **Save dialog** make sure you have:
  - a. Colour space: **sRGB**
  - b. The **File Name** as shown below
    - i. Title in CAPITALS
    - ii. by in lower case
    - iii. Your name with Capital Initials

Example: **THE SKY AT NIGHT** by Patrick Moore

- c. Format: **JPEG**
  - d. **Use Lower Case Extension** must be ticked.
6. When you have done all this, select where you want **Elements** to save the file and click **Save**.



7. When you have saved all the images you want, attach them to an email and send the email to: [images@pottersbarphotosoc.org](mailto:images@pottersbarphotosoc.org)