

Barry Camera Club “HowTo” for Digital Image Submission

What we need to do

Digital images are submitted in the following format –

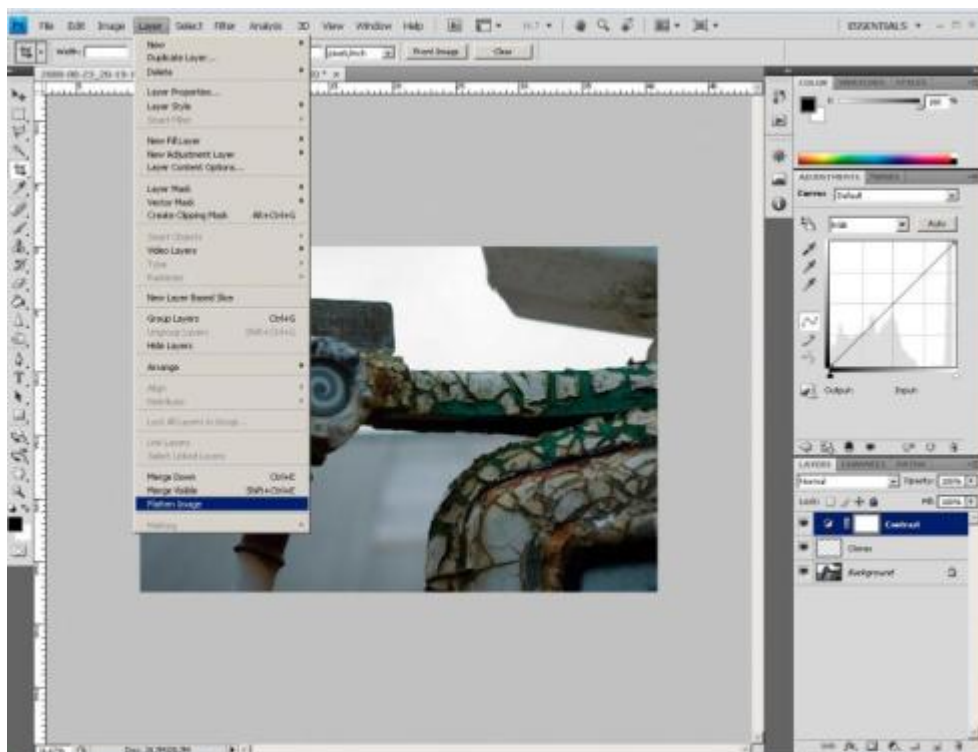
RGB Colour 8 bit or Greyscale 8 bit, sRGB IEC61966-2.1. JPEG, maximum of 1400 pixels horizontal, 1050 pixels vertical, with (optionally) 72DPI

Getting to this format of image requires some editing; this HowTo will explain how to achieve this in two commonly used packages – Photoshop and Photoshop Elements. The next version will add further packages if members require them. Please use the website feedback link for your comments and queries about this document; we can only improve it with your feedback!

Adobe Photoshop (including Elements)

Start off by making a **COPY** of your image. The reason for this is that these changes are not reversible, so by having a copy you can ensure that if you accidentally save over your original image, you can get back to it.

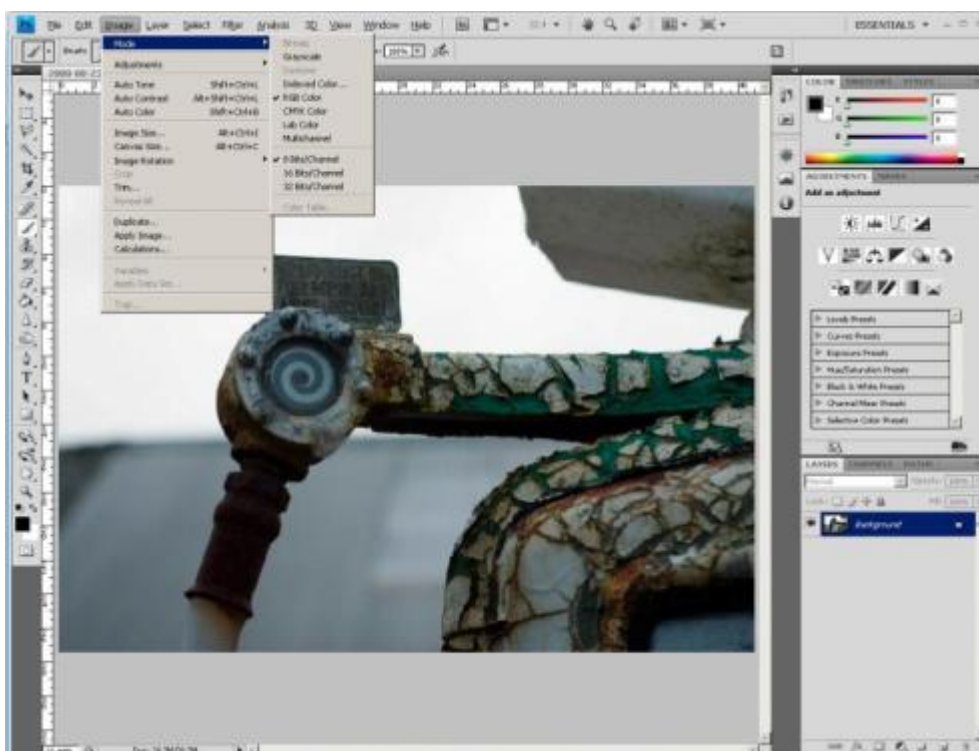
When you have your copy, first flatten the image by selecting the **Layer** menu, then clicking **Flatten Image**.



You'll now have a single layer (called either Layer 1 or Background – it doesn't matter which).

We now need to set the mode to 8 bit RGB or Greyscale; this is because the JPEG format can't handle such things as 16bit and lab colour. Click the **Image** menu, and select **Mode**. Select RGB or Greyscale first, then repeat for 8-bit. Note that these are commonly already set correctly; most versions of elements will only have 8 bit (which will be greyed out).

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We now need to set the Colour space. This is because the projector and many programs used to view images can only handle sRGB, so any other colour space would give false colours when viewed. Photoshop and Elements do this differently.

Elements

In Elements, select **Image, Convert Color Profile**. If it is not greyed out, select **Apply sRGB Profile**. Generally, images in Elements will have this greyed out as you will already be working in the right colour space.

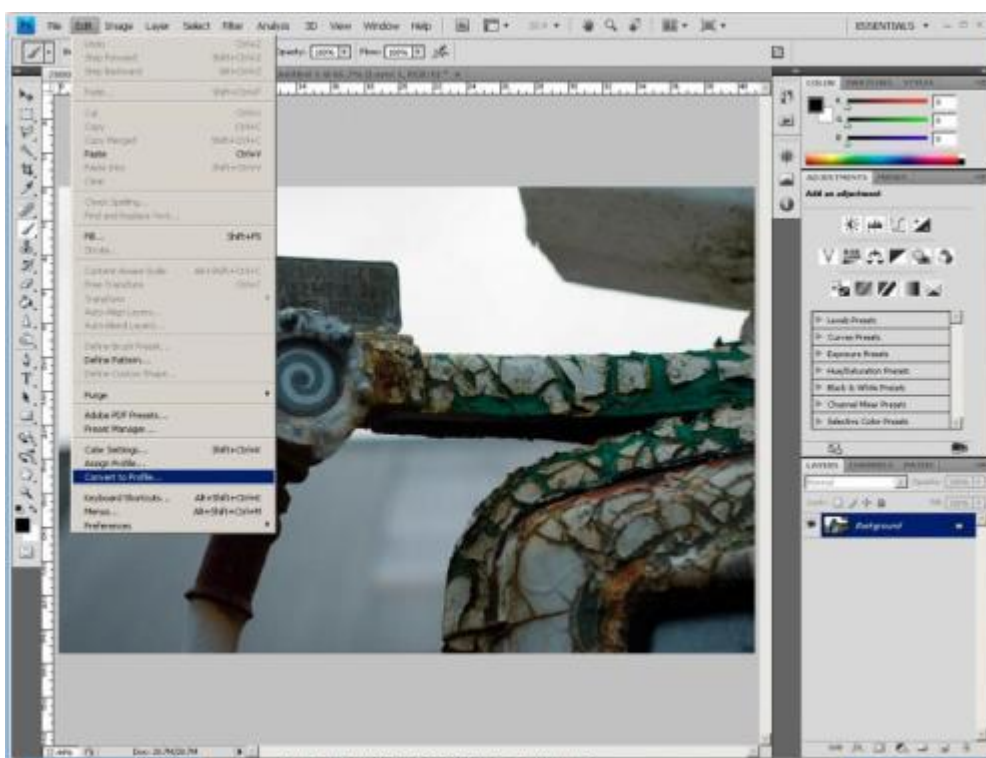
There are very few options for the conversion, and these vary depending on which version of elements is in use. If offered choices, select:

Intent	Perceptual
Black point compensation	Yes
Dither	Yes

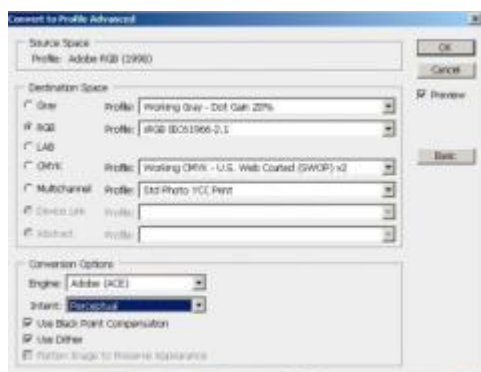
Photoshop

In Photoshop, select **Edit**, then **Convert to Profile**

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The dialog that then appears looks daunting, but we only need a few settings



In the **Destination Space** box, for colour, set the profile for RGB to sRGB IEC61966-2.1 as shown (use the dropdown to select). If this doesn't appear in the list, just select the closest one starting with sRGB to it. For greyscale, you should set the Dot Gain 20% profile. Note that toned monochrome images are **not** greyscale!

In the **Conversion Options** box, select the **Adobe (ACE)** engine and intent **Perceptual**. Ticking the **Black Point Compensation** and **Dither** boxes generally gives better results, but you may wish to try with them on and off to see the effect.

That's the colour sorted, we now need to resize the image. Later versions of Photoshop have a very quick way of doing this – click **File, Automate** and **Fit Image**. You can then just type in the values in the dialog box and click OK:

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However, this is not available in earlier versions of Elements. For these, we need to do a bit more work.

In Photoshop, select **Image**, then **Image Size**. In Elements it's **Image, Resize, Image Size**. You will get a dialog box like this:



(this is Photoshop, Elements looks slightly different but all of the boxes)

Irritatingly, it's best to work with this box from the bottom to the top!

First, make sure you have all the boxes ticked at the bottom, and have chosen **Bicubic Sharper**.

Now, in the Document Size box, you may set the resolution – this is optional, but if you do it you must do it now. Select **Pixels/Inch** for the resolution units (it is normally the default), then type **72** in the Resolution box. The number of pixels and size will change – just ignore this.

Finally, in the Pixels Dimensions box, make sure you've got Pixels selected as the units. It's normally the default.

Now you need to do a bit of thinking – is your image portrait or landscape? If it's portrait (the width is smaller than the height) type **1050** in the Height pixels box. If it's landscape (the width is bigger than the height), type **1400** in the Width pixels box. Whichever one you type in, the other will change to keep the proportions. Once you've done this click **OK**.

Our image is now prepared; you may want to save your copy at this point. It's worth looking at it and seeing if sharpening needs adjusting or if the change in colour profile has affected the image in any way; this is your chance to correct these.

Our final stage is to save as a JPEG file. I'll show how to do this straight to our Camera Club memory stick. Insert the stick before starting the next phase. This is for the PC – Apple Mac is a little different, and if anyone has access to one could they please update this section!

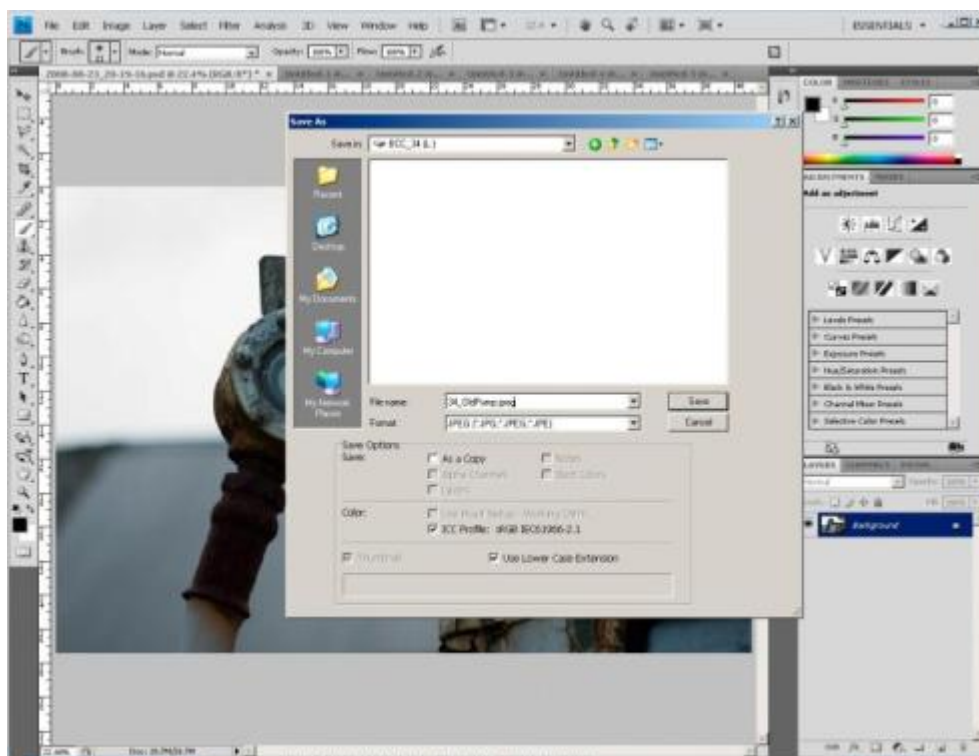
Click **File**, then **Save As**. In the box that comes up, click **My Computer** (older versions of windows, you'll need to use the browse bar to find My Computer). You should see your memory stick as a drive there – mine is **L:**, but yours will be a different letter. It's easy to recognise because it's called **BCC_xx** where xx is your member number. Double-click it in

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the dialog. In the file format dropdown **Format**, select JPEG. Type your file name in the **File Name** box. It must be in this format:

xx_TitleAsWordsWithCapitalsAndNoSpaces.jpeg

So, if I was member 34, submitting a picture called “Old Pump”, my completed dialog would look like this:



Remember, the only way the Competition Secretary knows your title and your member number is what you put here; these images are copied off your stick onto a CD for the judge. It's important to get this right!

Click **Save**. A dialog box appears asking for quality options:



Set the quality to **12** as shown and select **Baseline (“Standard”)** if it's not already selected. Click **OK** to save your image and that's it – you're finished.

What Next?

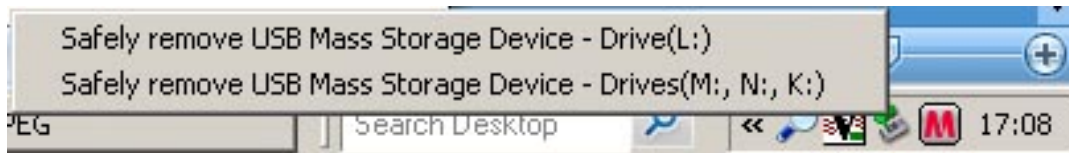
Follow these instructions again for any other images you are submitting – remember, it's two in a monthly. Once you have done this you need to eject your memory stick – on

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Windows, click the “Safely Remove Hardware” button in the toolbar (one with a green arrow)



Then click on the line for your memory stick's drive letter:



If everything is okay the red light on the back of the memory stick will go out. You can then remove it and hand it in for your competition.

When it comes back, I suggest you delete all the images on it so that you don't get them mixed up with next month's entries!